Land adjoining The Village Hall, Manningtree Road, Stutton, Suffolk

Archaeological Evaluation Report

May 2019

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Land adjoining The Village Hall, Manningtree Road, Stutton, Suffolk

Archaeological Evaluation Report

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Summary

Between the 11th and 12th April 2019, Oxford Archaeology East conducted an archaeological trial trench evaluation at land adjoining the Village Hall, Manningtree Road, Stutton, Suffolk.

A total of eleven 20m-long trenches were excavated. Three features revealed in Trench 1, in the southern extremity of the site, were of post-medieval date, and included a small ditch terminus and two possible pits. The ditch lay broadly parallel with Manningtree Road, although its function, and that of the pits, is uncertain. The absence of other features and finds from this trench suggests that this roadside location was not a former building plot.

Three further undated ditches were revealed in the southern part of the site. None of these ditches were depicted on historical maps, nor aligned with the present day boundaries. There is also no direct correlation in their alignments with the dominant axis of linear crop-marks recorded by aerial photography c. 200m to the north of the site (STU 008).

Acknowledgements

Oxford Archaeology East would like to thank Ben Barker of CgMs Ltd for commissioning this project on behalf of Hopkins Homes Ltd. Thanks are also extended to Hannah Cutler who monitored the work on behalf of Suffolk County Council.

The project was managed for Oxford Archaeology East by Matt Brudenell. The fieldwork was directed by Malgorzata Kwiatkowska, who was supported by Frankie Wildmun and Rory Coduri. Survey and digitizing was carried out by Sarita Louzolo and Thomas Houghton. Thank you to the teams of OA staff that cleaned and packaged the finds under the management of Natasha Dodwell, and prepared the archive under the supervision of Katherine Hamilton.

1 INTRODUCTION

1.1 Scope of work

1.1.1 Oxford Archaeology East (OA East) was commissioned by Ben Barker of CgMs Ltd, on behalf of Hopkins Homes Ltd, to undertake a trial trench evaluation at the land adjoining The Village (Community) Hall, Manningtree Road, Stutton (Fig. 1, centred TM 14316 34824).

1.1.2 The work was undertaken as a condition of Planning Permission (planning ref. DC/17/02111/OUT). A brief was set by Hannah Cutler of Suffolk County Council Archaeological Service (SCCAS dated 23/03/2019) outlining the Local Authority's requirements for work necessary to inform the planning process (Cuttler 2019). A Written Scheme of Investigation (WSI) was produced by OA East (Firth and Brudenell 2019) detailing the methods by which OA East proposed to meet the requirements of the brief. This document outlines how OA East implemented the specific requirements.

1.2 Location, topography and geology

1.2.1 The village of Stutton is located on the Shotley Peninsula, close to the Suffolk-Essex border, approximately 8km south of Ipswich. The 0.8ha site lies to the west of the village centre, on the north side of Manningtree Road. The site is roughly flat at an elevation of 31m OD. The site is currently used as a sports pitch with abutting areas of scrub grassland on its periphery.

1.2.2 The geology is mapped as bedrock deposits of Red Crag Formation Sand, overlain by superficial deposits of Kesgrave Catchment Subgroup - sand and gravel (British Geological Survey 2019).

1.3 Archaeological and historical background

1.3.1 The following section provides a brief summary of the archaeological background for the area surrounding the site. The Suffolk Historic Environment Record (SHER) has been consulted and a record search has been commissioned for the area immediately around the site (invoice number 12338), with pertinent records shown on Figure 2.

Prehistory

1.3.2 A number of prehistoric finds have been recovered from the nearby area. These include a broken polished flint axe (SHER STU 004), recovered c. 950m to the northwest of the site, a stone axe (SHER STU 013), recovered c. 750m east of site and a collection of Neolithic worked flint, including two end scrapers (SHER STU 020), found c. 750m southeast of the site.

1.3.3 A ditched trackway and field boundaries or enclosure of possible prehistoric date (SHER STU 009), are visible in the grounds of Stutton Park, approximately 600m southwest of the site, including a large enclosure and linear cropmarks of boundaries crossing it. The features are on a differing alignment to that of the surrounding field system of post-medieval origin suggesting multiple phases of occupation. These cropmarks were overlain by cropmarks of another possible prehistoric enclosure (SHER STU 085).

1.3.4 Further field boundaries of possible prehistoric data (SHER STU 070) are visible as cropmarks to the north of Holly Wood, c. 400m northwest of the site. These linear cropmarks, although fragmentary, are clearly orientated roughly north to south and southwest to northeast; a pattern different to that of the existing post-medieval field system.

1.3.5 Earlier evaluation by OA East at Stutton Close, (SHER STU 094), c.750m southeast of the proposed development area, uncovered a number of features attested to the Middle Bronze Age and Late Bronze Age periods. Although some Neolithic flintwork was recovered, this evaluation did not uncover any features dated to this period (Lucking 2019).

Roman

1.3.6 A single Roman coin (SHER STU misc), a Dupondius of Claudius I, was recovered from a field c. 1km north of the site.

Post Roman

1.3.7 Cropmarks (SHER STU 011) of fragmentary field boundaries of probable medieval origin, short ditches and possible trackways were located c. 1km north of the site.

1.3.8 A 9th/10th century bronze strap end fragment (SHER STU 027) was found at Roundwood Farm, c. 400m north of the site, close to the cropmark site (STU 008).

1.3.9 Stutton Hall (SHER STU 030), originally a timber framed house built in 1553, is situated c. 1km to the south of the site. It was rebuilt in brick in the 19th century. Associated landscaping of its grounds includes an avenue, park and garden.

1.3.10 The OA East evaluation at Stutton Close (SHER STU 094) also uncovered a series of post-medieval ditches associated with agricultural land use and property division (Lucking 2019).

1.3.11 A WWII pillbox and associated earthworks probably relating to a ring bank and weapons pit (SHER STU 064) have been recorded on aerial photographs approximately 750m east of the site.

Undated

1.3.12 Aerial photography across the surrounding landscape has recorded multiple examples of cropmarks of unknown origin.

1.3.13 An extensive set of cropmarks (SHER STU 008), located c. 150m north of site, include two possible trackways: one aligned west-southwest to east-northeast with the other aligned northwest to southeast associated with rectilinear enclosures.

1.3.14 Cropmarks of a curving trackway (SHER STU 010) with a number of field boundaries and ditches are located c. 600m to the northeast and include remains of a possible, small, irregular enclosure (SHER STU 018).

1.3.15 Cropmarks (STU 071) of field boundaries and possible trackways, ware located c.200m south of proposed development area. These features can be observed on two orientations, roughly south-west to north-east and roughly north to south. The south-west to north-east boundaries match the alignment of similar features visible further west (STU 009) and probably form part of the same system of land-use.

2 EVALUATION AIMS AND METHODOLOGY

2.1 Aims

2.1.1 The project aims and objectives are defined in the WSI (Firth and Brudenell 2019) as follows:

i. 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
ii. To provide sufficient coverage to establish the character, condition, date and purpose of any archaeological deposits
iii. To provide sufficient coverage to evaluate the likely impact of past land uses, and the possible presence of masking deposits
iv. To set results in the local, regional, and national archaeological context – and, in particular, its wider cultural landscape and past environmental conditions
v. To 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.

2.2 Methodology

2.2.1 The archaeological evaluation and analysis was conducted in accordance with current best archaeological practice and the appropriate national and regional standards and guidelines.

2.2.2 Before work on site commenced, service plans were checked to ensure that access and groundworks could be conducted safely. Before trenching, the footprint of each trench was scanned by a qualified and experienced operator using a CAT and Genny with a valid calibration certificate.

2.2.3 A total of 10 trenches measuring 20m in length and 1.8m in width, and a single trench measuring 20m in length and 1m in width were excavated. This constituted a c. 5% sample of the 0.8 ha development area.

2.2.4 The trenches were set out using a Lecia survey-grade GPS fitted with "smartnet" technology with an accuracy of 5mm horizontal and 10mm vertical.

2.2.5 The footprint of each trench was metal detected prior to machining. Metal detectors were not set to discriminate against iron.

2.2.6 All trenches were excavated by a mechanical excavator to the depth of geological horizons; or the upper interface of archaeological features or deposits, whichever was encountered first. Overburden was excavated in spits not greater than 100mm thick, using toothless ditching buckets.

2.2.7 Topsoil, subsoil, and archaeological deposits were kept separate during excavation, to allow for sequential backfilling of excavations. The trenches were not backfilled without the prior approval of SCCAS.

2.2.8 All machine excavation took place under constant supervision by a suitably qualified and experienced archaeologist. The top of the first archaeological deposit was cleared by machine, but was then cleaned off by hand. Any archaeological deposits present were excavated by context to the level of the geological horizon. Trench spoil was scanned visually and with a metal detector to aid recovery of artefacts.

2.2.9 Excavation of all archaeological deposits was carried out by hand.

2.2.10 Exposed surfaces were cleaned by trowel and hoe as necessary in order to clarify features and deposits. All features were investigated and recorded to provide an accurate evaluation of archaeological potential, whilst at the same time minimising disturbance to archaeological structures, features and deposits.

2.2.11 Sufficient excavation took place to give clear evidence for the period, depth, and nature of any archaeological deposit. Investigation slots through all linear features were a least 1m in width. Discrete features were half-sectioned.

2.2.12 Records comprise survey, drawn, written, and photographic data.

2.2.13 A register of all trenches, features and photographs was kept.

2.2.14 All features, layers and deposits were issued with unique context numbers. Each feature was individually documented on context sheets, and hand-drawn in section and plan. Written descriptions were recorded on proforma sheets comprising factual data and interpretative elements.

2.2.15 Trench plans were drawn at 1:50 scale.

2.2.16 Sections of features or short lengths of trenches were drawn at 1:20. All section levels were tied in to Ordnance Datum.

2.2.17 All site drawings 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.

2.2.18 The photographic record comprises high resolution digital photographs.

2.2.19 Photographs include both general site shots and photographs of specific features. Every feature was photographed at least once. Photographs include a scale, north arrow, site code, and feature number, unless they are to be used in publications. The photograph register recorded these details, and photograph numbers were listed on corresponding context sheets.

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 trenches which contained archaeological remains (Figure 3). The full details of all trenches with dimensions and depths of all deposits for the content of Appendix A. An artefact report is given in Appendix B. The WSI is attached as Appendix E. Figure 3 provides an overall plan of the results of the evaluation and Figure 4 provides more detailed plans and sections of the features encountered.

3.2 General soils and ground conditions

3.2.1 The soil sequence between all trenches was fairly uniform. The natural geology of light reddish yellow silty sand (3) was overlain by a mid orange brown silt subsoil (2; 0.08-0.25m thick). This was in turn was overlain by dark brown topsoil (1; 0.32-0.39m thick) under the turf surface. Trenches 7-9 were located on maintained grass playing field, whilst the remaining trenches were placed on rough unmown grass.

3.2.2 Ground conditions throughout the evaluation were generally good, and the trenches remained dry throughout. Archaeological features, where present, were easy to identify against the underlying natural geology.

3.3 General distribution of archaeological deposits

3.3.1 Archaeological features were distributed across four trenches, all located within the southern extent of the development area. Trenches 2 through to 8 were devoid of archaeological remains, and are not discussed further. However, metal detecting of Trench 5 recovered a small post-medieval lead sub-circular cloth seal (5g) from the topsoil.

3.4 Trench 1

3.4.1 Trench 1 (Fig. 3; Plate 1) was located towards the southern limit of the proposed development area. It was orientated an a northwest to southeast alignment. Due to the restricted access to this part of the site. This trench was excavated with the use of a 3-tonne machine with the bucket measuring 1m in width. It uncovered a total of three post-medieval features, which extended beyond the trenches western limit.

3.4.2 Ditch terminus **10** (Fig. 4, Section 3) was located within the centre of this trench. In total, 0.66m of this ditch was uncovered. It was aligned on an east-northeast to west-southwest axis and measured 0.57m in width by 0.19m in depth. This ditch had gently sloping sides, a concave base, and was filled by a single deposit (11) of mid greyish brown silty clay. This fill contained two fragments of late 18th to 20th century pottery (26g), a fragment of post-medieval field drain (13g) and a single fragment of post-medieval ceramic building material (7g).

3.4.3 Pit **8** (Fig. 4, Section 2; Plate 2) was located south of ditch terminus **10**, and continued beyond the western trench boundary. It measured 0.64m in diameter by 0.14m in depth, was amorphous in shape and had gently sloping sides with a concave base. This

pit was filled by a single deposit (9) of dark greyish brown silty clay, which contained a fragment of post-medieval ceramic building material (9g).

3.4.4 Pit **6** (Fig. 4, Section 2; Plate 2) was partially uncovered south of pit **8**. It measured 0.60m in diameter by 0.16m in depth. This feature was amorphous in shape, with gently sloping sides and a concave base, and was filled by a single deposit (7) of dark greyish brown silty clay, which contained a rim sherd (3g) of pottery dated to c. 1830-1900.

3.5 Trench 9

3.5.1 Trench 9 (Fig.3; Plate 3) was located towards the southwestern boundary of the proposed development area, on a southwest to northeast alignment. This trench uncovered a single ditch, located in its western half. A single, plain, white ball clay tobacco pipe stem (4g), dated to late 16th to 19th century, was recovered from the topsoil.

3.5.2 Ditch **14** (Fig. 4, Section 5; Plate 4) was orientated on a north-northeast to south-southwest alignment. It measured 0.78m in width, 0.20m in depth and had gently sloping sides with a concave base. This ditch was filled by a single deposit (15) of light greyish brown sandy silt, which did not contain any finds.

3.6 Trench 10

3.6.1 Trench 10 (Fig. 3; Plate 5) was located south of Trench 9, towards the southern corner of the proposed development. It was orientated northwest to southeast. This trench uncovered a single ditch located towards its northern end.

3.6.2 Ditch **12** (Fig. 4, Section 4; Plate 6) was orientated northeast to southwest. It measured 1.13m in width, 0.18m in depth, and had gently sloping sides with an irregular base. This ditch was filled by a single deposit (13) of mid greyish brown sandy silt, which did not contain any finds.

3.7 Trench 11

3.7.1 Trench 11 (Fig. 3; Plate 7) was located in the southern corner of the development area. It was aligned from southwest to northeast and contained a single ditch terminus, in its western part. A single Neolithic flint flake (22g) was recovered from the topsoil of this trench, together with a post-medieval flat, tombac button (8g).

3.7.2 Ditch terminus **4** (Fig. 4, Section 1; Plate 8) was aligned north-northwest to south-southeast. It measured 0.92m in width, 0.16m in depth and had irregularly sloping sides with an irregular base. This ditch was filled by a single deposit (5) of mid greyish brown silty sand, which did not contain any finds.

3.8 Finds summary

3.8.1 The trenching works produced a small assemblage of finds, recovered from topsoil in Trenches 5, 9 and 11 and from features in Trench 1. With the exception of the Neolithic worked flint all these finds (pottery, CBM, clay tobacco pipe, cloth seal and button) are of post-medieval or later origin.

4 DISCUSSION

4.1 Evaluation objectives and results

4.1.1 The evaluation aimed to provide information in regards to the proposed development area to the north-east of the Village Hall in Stutton, Suffolk. No previous fieldwork has taken place at the site.

4.1.2 The archaeological evaluation at the site has revealed a small range of archaeological features, including four ditches and two pits. These features were revealed in four trenches (out of eleven). These trenches included Trench 1 and Trenches 9-11, located in the southern part of the proposed development area. The central and northern parts of the site were proven to be devoid of archaeology.

4.1.3 In general, the uncovered features were all relatively shallow with none exceeding 0.20m in depth. Most of these features contained single fills of mid greyish brown silty sand. Very few finds were recovered during this evaluation, with most dating to the post-medieval or modern period.

4.2 Interpretation

4.2.1 The evaluation has uncovered three shallow undated ditches in Trenches 9, 10 and 11, and a small group of post-medieval features comprising a ditch and two pits in Trench 1. The ditches in Trenches 9, 10 and 11 (ditch **4**, **12** and **14**) have slightly different alignments, with none extending into adjacent trenches. None of the ditches are depicted on historic maps, and none are aligned with the contemporary boundaries. There is also no direct correlation with the dominant axis of crop-marked boundaries recorded from aerial photography c. 150m to the north of the site (STU 008). The date of the three ditches is therefore unknown, although they are likely to be former agricultural plot divisions or field boundaries.

4.2.2 The three features revealed in Trench 1 are of post-medieval date, and include a small ditch terminus (**10**) and two possible pits (**6** and **8**). The ditch is broadly parallel with Manningtree Road, although its function, and that of the pits, is uncertain. The absence of other features and finds from this trench indicates that this roadside location was not a former building plot.

4.3 Significance

4.3.1 The evaluation uncovered a total of four ditches, along with two possible pits. Excavated features were found mainly devoid of finds, with post-medieval ceramics coming from ditch **10** and pits **6** and **8** in Trench 1. The site appears to be located beyond the areas of undated activity indicated by cropmarks (STU 008, STU 010, STU 071) to the north, northwest and south of the site. This development is also located west of Stutton's core medieval settlement. Therefore, the potential for any further archaeological remains of significance on the site is considered to be low.

APPENDIX A TRENCH DESCRIPTIONS AND CONTEXT INVENTORY

Trench 1						
General description					**Orientation**	NW-SE
Trench contained a ditch terminus and two possible pits. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1
					Avg. depth (m)	0.42
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.34	Topsoil	-	-
2	Layer	-	0.08	Subsoil	-	-
3	Layer	-	-	Natural	-	-
6	Cut	0.60	0.16	Pit	-	Post-medieval
7	Fill	0.60	0.16	Fill of pit **6**	Pottery	Post-medieval
8	Cut	0.64	0.14	Pit	-	Post-medieval
9	Fill	0.64	0.14	Fill of pit **8**	CBM	Post-medieval
10	Cut	0.57	0.19	Ditch terminus	-	Post-medieval
11	Fill	0.57	0.19	Fill of ditch terminus **10**	Pottery, CBM	Post-medieval

Trench 2						
General description					**Orientation**	NE-SW
Trench devoid of archaeology. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.57
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.32	Topsoil	-	-
2	Layer	-	0.25	Subsoil	-	-
3	Layer	-	-	Natural	-	-

Trench 3						
General description					**Orientation**	NW-SE
Trench devoid of archaeology. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.55
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.35	Topsoil	-	-
2	Layer	-	0.20	Subsoil	-	-
3	Layer	-	-	Natural	-	-

Trench 4						
General description					**Orientation**	NE-SW
Trench devoid of archaeology. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.52
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.32	Topsoil	-	-
2	Layer	-	0.20	Subsoil	-	-
3	Layer	-	-	Natural	-	-

Trench 5						
General description					**Orientation**	NW-SE
Trench devoid of archaeology. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.54
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.34	Topsoil	Post-medieval small lead (Pb) cloth seal	-
2	Layer	-	0.20	Subsoil	-	-
3	Layer	-	-	Natural	-	-

Trench 6						
General description					**Orientation**	NNE-SSW
Trench devoid of archaeology. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.54
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.34	Topsoil	-	-
2	Layer	-	0.20	Subsoil	-	-
3	Layer	-	-	Natural	-	-

Trench 7						
General description					**Orientation**	NE-SW
Trench devoid of archaeology. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.53
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.36	Topsoil	-	-
2	Layer	-	0.17	Subsoil	-	-
3	Layer	-	-	Natural	-	-

Trench 8						
General description					**Orientation**	NNW-SSE
Trench devoid of archaeology. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.55
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.35	Topsoil	-	-
2	Layer	-	0.20	Subsoil	-	-
3	Layer	-	-	Natural	-	-

Trench 9						
General description					**Orientation**	NE-SW
Trench contained a single ditch. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.9
					Avg. depth (m)	0.54
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.26	Topsoil	Late 16th-19th century clay tobacco pipe	-
2	Layer	-	0.28	Subsoil	-	-
3	Layer	-	-	Natural	-	-
14	Cut	0.78	0.20	Ditch	-	-
15	Fill	0.78	0.20	Fill of ditch **14**	-	-

Trench 10						
General description					**Orientation**	NW-SE
Trench contained a single ditch. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.18
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.37	Topsoil	-	-
2	Layer	-	0.24	Subsoil	-	-
3	Layer	-	-	Natural	-	-
12	Cut	1.13	0.18	Ditch	-	-
13	Fill	1.13	0.18	Fill of ditch **12b**	-	-

Trench 11						
General description					**Orientation**	NE-SW
Trench contained a single ditch terminus. Consists of topsoil and subsoil overlying natural geology of silty sand.					**Length (m)**	20
					Width (m)	1.8
					Avg. depth (m)	0.56
Context No.	**Type**	**Width (m)**	**Depth (m)**	**Description**	**Finds**	**Date**
1	Layer	-	0.39	Topsoil	Neolithic flint 18th century (?) Tombac button	-
2	Layer	-	0.17	Subsoil	-	-
3	Layer	-	-	Natural	-	-
4	Cut	0.92	0.16	Ditch terminus	-	-
5	Fill	0.92	0.16	Fill of ditch terminus **4**	-	-

APPENDIX B FINDS REPORTS

B.1 Finds

By Carole Fletcher with Flint Identification by Rona Booth

Introduction and Methodology

B.1.1 Archaeological works produced a small assemblage of finds, recovered from topsoil in Trenches 5, 9 and 11 and from features in Trench 1. The finds were weighed and rapidly recorded, with description and weight recorded in the table below. The assemblage and archive are curated by OA East until formal deposition or dispersal.

Assemblage

Trench	Context	Cut	Feature	Material and description	Count	Weight (kg)	Date
1	7	**6**	Pit	Rim sherd from a Refined White earthenware, cut sponge-decorated drinking vessel. Rim simple, upright and rounded. Diameter 100mm, estimated vessel equivalent (EVE) 10%)	1	0.003	*c.*1830-1900
	9	**8**	Pit	Small fragment of ceramic building material (CBM), probably a brick fragment, in a dark dull brick red sandy fabric, heavily abraded	1	0.009	Post-medieval
	11	**10**	Ditch (terminus)	Body sherd from a large Yellow ware bowl with external decoration and internal white slip. This type of (mixing) bowl can still be purchased	1	0.021	19th-20th century
				Flat base sherd from a Porcelain vessel	1	0.005	Late 18th- end 19th century
				?Field drain fragment in a dull red sandy fabric	1	0.013	Post-medieval
				Small fragment of hard fired, dull red-orange CBM, probably a tile, as a single small area of flat surface survives	1	0.007	Post-medieval
5	Topsoil			Small lead (Pb) sub-circular cloth seal which appears to be near-complete. The seal has a flat circular disc with a rivet and the remains of a second disc which is attached to the rivet on top of the other disc. No clear markings can be discerned. The seal has a somewhat irregular edge, roughly 18 x 17mm but would originally have been circular; 4mm thick	1	0.005	Post-medieval
9				A broken plain, white ball clay tobacco pipe stem fragment, 33mm long. Roughly circular in profile, 10mm in diameter, with trimmed seams	1	0.004	Late 16th-19th century
11				Flint: retouched secondary flake exhibiting heavy use wear. It appears to have been utilised as a multi-functional tool. The retouch appears to be forming a crude notch on one edge, it has some semi-abrupt retouch on the opposing lateral and some scraper retouch toward the proximal end of the flake. Combination tools are most common during the late Neolithic, so the flake could date to this period	1	0.022	Neolithic
				Undecorated, solid, discoidal, flat (tombac (zinc and copper alloy)) button. On the reverse is a shallow central domed cone where the copper alloy wire attachment loop (which is missing) would have been fixed. There is some minor damage to edges of the button and some active copper alloy corrosion on both the upper and reverse. 26.3mm in diameter, 1.4mm thick at edge, 5.6mm thick at central raised cone on reverse	1	0.008	Post-medieval possibly 18th century

Table 1 Finds quantification table

Retention, dispersal or display

B.1.2 The total assemblage is fragmentary and, except for the Neolithic flint, all post-medieval. The clay tobacco pipe and the tombac button very probably represent casual losses, the cloth seal relates to trade, however, it may also be a casual loss. The pottery may represent a late manuring scatter. This statement acts as a full record and the finds may be dispersed prior to archive deposition.

APPENDIX C BIBLIOGRAPHY

British Geological Survey website: http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html Accessed on 15/04/2019

Cuttler, H., 2019 *Brief for a Trenched Archaeological Evaluation at Land adjoining The Village (Community) Hall, Manningtree Road, Stutton*. Suffolk County Council Archaeological Service

Firth, D., Brudenell, M., 2019, *Land adjoining the Village Hall, Manningtree Road, Stutton, Suffolk. Written Scheme of Investigation.* OA East (unpublished)

Lucking, T., 2019 *Land West of 35-40 Stutton Close, Stutton, Suffolk. Archaeological Evaluation Report*. Oxford Archaeology East Report 2311

APPENDIX D OASIS REPORT FORM

Project Details

OASIS Number	oxfordar3-347611
Project Name	Land adjoining the Village (Community) Hall, Manningtree Road, Stutton

Start of Fieldwork	11/04/2019	End of Fieldwork	12/04/2019
Previous Work	No	Future Work	No

Project Reference Codes

Site Code	STU095	Planning App. No.	DC/17/02111/OUT
HER Number	STU095	Related Numbers	n/a

Prompt	Planning condition
Development Type	Rural Residential
Place in Planning Process	After full determination (eg. As a condition)

Techniques used (tick all that apply)

☐	Aerial Photography – interpretation	☐	Grab-sampling	☐	Remote Operated Vehicle Survey
☐	Aerial Photography - new	☐	Gravity-core	☒	Sample Trenches
☐	Annotated Sketch	☐	Laser Scanning	☐	Survey/Recording of Fabric/Structure
☐	Augering	☐	Measured Survey	☐	Targeted Trenches
☐	Dendrochonological Survey	☒	Metal Detectors	☐	Test Pits
☐	Documentary Search	☐	Phosphate Survey	☐	Topographic Survey
☒	Environmental Sampling	☐	Photogrammetric Survey	☐	Vibro-core
☐	Fieldwalking	☐	Photographic Survey	☒	Visual Inspection (Initial Site Visit)
☐	Geophysical Survey	☐	Rectified Photography		

Monument	Period
Ditch	Uncertain
Post hole	Post Medieval (1540 to 1901)
Ditch	Post Medieval (1540 to 1901)

Object	Period
Pottery	Post Medieval (1540 to 1901)
CBM	Post Medieval (1540 to 1901)
	Choose an item.

Insert more lines as appropriate.

Project Location

County	Suffolk
District	Babergh
Parish	Stutton
HER office	Suffolk
Size of Study Area	0.8 ha
National Grid Ref	TM 14316 34824

Address (including Postcode)

Land adjoining the Village (Community) Hall
Manningtree Road
Stutton
IP9 2TA

Project Originators

Organisation	Oxford Archaeology East
Project Brief Originator	Hannah Cutler
Project Design Originator	Dan Firth and Matt Brudenell
Project Manager	Matt Brudenell
Project Supervisor	Malgorzata Kwiatkowska

Project Archives

	Location	ID
Physical Archive (Finds)	Suffolk County Store	STU 095
Digital Archive	Suffolk County Store	STU 095
Paper Archive	Suffolk County Store	STU 095

Physical Contents	Present?	Digital files associated with Finds	Paperwork associated with Finds
Animal Bones	☐	☐	☐
Ceramics	☒	☐	☐
Environmental	☒	☐	☐
Glass	☐	☐	☐
Human Remains	☐	☐	☐
Industrial	☐	☐	☐
Leather	☐	☐	☐
Metal	☒	☐	☐
Stratigraphic		☐	☐
Survey		☐	☐
Textiles	☐	☐	☐
Wood	☐	☐	☐
Worked Bone	☐	☐	☐
Worked Stone/Lithic	☐	☐	☐
None	☐	☒	☒
Other	☐	☐	☐

Digital Media		Paper Media	
Database	☒	Aerial Photos	☐
GIS	☐	Context Sheets	☒
Geophysics	☐	Correspondence	☐
Images (Digital photos)	☒	Diary	☐
Illustrations (Figures/Plates)	☐	Drawing	☐
Moving Image	☐	Manuscript	☐
Spreadsheets	☐	Map	☐
Survey	☒	Matrices	☐
Text	☒	Microfiche	☐
Virtual Reality	☐	Miscellaneous	☐
		Research/Notes	☐
		Photos (negatives/prints/slides)	☐
		Plans	☒
		Report	☒

Sections	☒
Survey	☐

Further Comments

APPENDIX E WRITTEN SCHEME OF INVESTIGATION

Land adjoining The Village Hall, Manningtree Road, Stutton, Suffolk

Written Scheme of Investigation

Client: CgMs on behalf of Hopkins Homes Ltd

Prepared by	Dan Firth and Matt Brudenell
Date prepared	April 2019
Version	1
Planning application no.	DC/17/02111/OUT
Site code	XSFMRS19
Parish Code	STU 095
Project number	23327
Project type	Trial Trenching
NGR	TM 1435 3484

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CONTENTS

1 GENERAL BACKGROUND

1.1.1 This Written Scheme of Investigation (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* (2008).

1.1.2 All work will be conducted in accordance with the Chartered Institute for Archaeologists *Code of Conduct* (2014) and *Standard and Guidance for Archaeological Field Evaluation* (2014).

1.1.3 This WSI also incorporates the requirements of the EAA *Standards for Field Archaeology in the East of England* (Gurney 2003) and conforms to the Suffolk County Council's *Requirements for Trenched Archaeological Evaluation* (2017) document.

1.2 Circumstances of the project

1.2.1 Oxford Archaeology East (OA East) have been commissioned by CgMs Heritage on behalf of Hopkins Homes Ltd to undertake a programme of trenched evaluation on land proposed for the construction of 14 dwellings a children play area and public open space at land adjoining The Village Hall, Manningtree Road, Stutton (centred TM 1435 3484).

1.2.2 This WSI has been prepared in response to a Brief for a Trenched Archaeological Evaluation issued by Hannah Cutler of the Suffolk County Council Archaeological Service (SCCAS, dated 23/03/2019), and is required by Babergh District Council in respect to Conditions 19 and 20 of planning application DC/17/02111/OUT.

1.2.3 The decision on the need for any further work/mitigation will be made by SCCAS following the results of this evaluation. The scope of any further work (if required) will be specified in a separate SCCAS brief, and will require the submission and approval of a separate WSI.

1.3 The archaeological strategy

1.3.1 The programme of archaeological investigation will comprise:

- A suitable level of document research, drawing on appropriate information from the Suffolk Historic Environment Record (SHER)
- A trial trenched evaluation of the site. This will comprise trenching a 5% sample across the 0.8ha portion of the site subject to residential development. The sample will be achieved by the excavation of 11 x 20m long by 1.8m wide trenches. These will be laid out in accordance with the plan attached to this WSI.

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 – the 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 village of Stutton is located on the Shotley Peninsular, close to the Suffolk-Essex border and is around 8k south of Ipswich. The site lies just to the west of the main village on the north side of Manningtree Road. The area is roughly flat at an elevation of 31m OD. The site is currently used as a sports pitch with abutting areas of scrub grassland.

2.1.2 The geology is mapped as bedrock deposits of Red Crag Formation Sand, overlain by superficial deposits of Kesgrave Catchment Subgroup- Sand and gravel (http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html). (accessed 02/04/2019).

3 ARCHAEOLOGICAL BACKGROUND

The following section provides a brief summary of the archaeological background for the area surrounding the site. The Suffolk Historic Environment Record (SHER) has been consulted and a record search has been commissioned for the area immediately around the site.

3.1 Prehistoric

3.1.1 A number of prehistoric finds have been recovered from the nearby area. These include a broken polished flint axe (SHER STU 004), recovered c. 950m to the northwest of the site, a stone axe (SHER STU 013), recovered c. 890m southwest of site and a collection of Neolithic worked flint including two end scrapers (SHER STU 020) found c. 920m southwest of the site.

3.1.2 A ditched trackway and field boundaries or enclosure of possible prehistoric date (SHER STU 009) are visible in the grounds of Stutton Park approximately 809m southeast of the site.

3.2 Roman

3.2.1 A single Roman coin (SHER STU misc; FSF10715), a Dupondius of Claudius I, was recovered from a field c. 1Km north of the site.

3.3 Post Roman

3.3.1 Stutton Hall (SHER STU 030), which was originally a timber framed house built in 1553 is situated around c. 760m to the southeast of the site. It was rebuilt in brick in the 19th century. Associated landscaping includes an avenue, park and garden.

3.3.2 A WWII pillbox and associated earthworks probably relating to a ring bank and weapons pit (SHER STU 064) have been recorded on aerial photographs around 800m west of the site.

3.4 Undated

3.4.1 Aerial photography across the surrounding landscape has recorded multiple examples of cropmarks. These include fragmentary field systems (SHER STU 008) c. 400m north of site, cropmarks of a possible track way (SHER STU 010) c. 840m to the northwest and cropmarks of field boundaries and possible trackways c. 430m south of the site (SHER STU 071).

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
- 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.

5 METHODS

5.1 Background research

5.1.1 A suitable level of background research will be undertaken before work on site commences. This research will draw on information in the Suffolk Historic Environment Record and Suffolk Records Office, and will include historical sources, maps, previous archaeological finds, and past archaeological investigations in the vicinity. The results will not be presented separately, but will be incorporated into the final evaluation report.

5.2 Site code, Parish Code and OASIS number

5.2.1 The parish code STU095 has obtained from the Suffolk HER, and a unique site code assigned to the project (XSFMRS19).

5.2.2 An OASIS number has been assigned to this project (oxfordar3-347611)

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. 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.

5.3.5 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

5.3.6 Access routes to, from and between trenches will be agreed on site at the start of works. Where possible, access routes will use tramlines in the crop, in order to reduce crop damage.

Excavation methods

5.3.7 A total of 11 trenches measuring 20m in length and 1.8m in width will be excavated in the positions shown on the plan attached to this WSI.

5.3.8 The trenches will set out by a Lecia survey-grade GPS fitted with "smartnet" technology with an accuracy of 5mm horizontal and 10mm vertical. Crop-permitting, the footprint of the trenches will also be metal detected prior to machining (see Section 5.7).

5.3.9 All 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. Overburden will be excavated in spits not greater than 100mm thick. A toothless ditching bucket with a bucket size of 1.8m will be used to excavate the trenches.

5.3.10 Topsoil, subsoil, and archaeological deposits will be kept separate during excavation, to allow for sequential backfilling of excavations. The trenches will not be backfilled without the approval of the SCCAS.

5.3.11 All machine excavation will take place under constant supervision of a suitably qualified and experienced archaeologist. The top of the first archaeological deposit will be cleared by machine, but will then be cleaned off by hand. Any archaeological deposits present will then be excavated by context to the level of the geological horizon where safe to do so. Trench spoil will be scanned visually and with a metal detector to aid recovery of artefacts.

5.4 Excavation of archaeological features and deposits

5.4.1 Excavation of all archaeological deposits will be done by hand unless otherwise agreed by the SCCAS. Significant archaeological features (e.g. solid or bonded structural remains, building slots or post-holes) will be preserved intact, even if fills are sampled.

5.4.2 Exposed surfaces will be cleaned by trowel and hoe as necessary in order to clarify features and deposits. Unless otherwise agreed by the SCCAS all features will be investigated and recorded to provide an accurate evaluation of archaeological potential, whilst at the same time minimising disturbance to archaeological structures, features and deposits.

5.4.3 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 found to be

deep. In necessary, an auger will be used to gain information from deep deposits below 1m in depth.

5.5 Recording of archaeological deposits and features

5.5.1 Records will comprise survey, drawn, written, and photographic data.

Survey

5.5.2 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.

5.5.3 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

5.5.4 A register of all trenches, features, photographs, survey levels, small finds, and human remains will be kept.

5.5.5 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.

5.5.6 Where stratified deposits are encountered, a Harris Matrix will be compiled during the course of the excavation.

Plans and sections

5.5.7 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).

5.5.8 Long sections showing layers will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:20. All section levels will be tied in to Ordnance Datum.

5.5.9 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

5.5.10 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

5.5.11 The photographic record will comprise high resolution digital photographs.

5.5.12 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.

5.6 Exceptional remains, including human remains

Significant archaeological features

5.6.1 If exceptional or unexpected features are uncovered, the SCC Archaeology Service will be informed, and their advice sought on further excavation or preservation.

5.6.2 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 the SCC Archaeology Service:

- 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).

5.6.3 If preservation *in situ* is required by the SCC Archaeology Service, 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

5.6.4 If human remains are encountered, the Client, Suffolk Coroner, and the SCC Archaeology Service will be informed immediately.

5.6.5 Unless directed otherwise by the SCC Archaeology Service, human remains will be left in situ (covered and protected), until a full programme of excavation is agreed by the SCC Archaeology Service 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 the SCC Archaeology Service requires information on date and preservation, we will excavate and remove them.

5.6.6 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.

5.7 Metal detecting and the Treasure Act

5.7.1 Metal detector searches will take place at all stages of the excavation by an experienced metal detector user (Tom Lucking). Excavated areas will be detected immediately before and after mechanical stripping. Both excavated areas and spoil heaps will be checked. To prevent losses from night-hawking, features will be metal detected immediately after stripping.

5.7.2 Metal detectors will not be set to discriminate against iron.

5.7.3 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.

5.7.4 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 that are 'Treasure' will be reported to the landowner and Suffolk Coroner within 14 days, in accordance with the Act. The County Finds Liaison Officer from the Portable Antiquities Scheme will also be informed.

5.8 Post-excavation processing

5.8.1 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.

5.8.2 Any finds requiring specialist treatment and conservation will be sent for appropriate treatment.

5.8.3 Finds will be marked with context numbers, site code or accession number, as detailed in the requirements of the Suffolk County Council Stores.

5.9 Finds recovery and processing

Standards for finds handling

5.9.1 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.*

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

Procedures for finds handling

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

5.9.4 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.

5.9.5 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.)

5.9.6 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 the SCC Archaeology Service.

5.9.7 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.

5.10 Sampling for environmental remains and small artefact retrieval

Standard methodology

5.10.1 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

5.10.2 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.

5.10.3 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.

5.10.4 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.

5.10.5 Early feedback on selected samples taken during the excavation will result in a dynamic sampling strategy according the results of rapid assessment of typically 10L sub-samples.

5.10.6 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 like 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 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.

5.10.7 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* (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, and regional 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 copy of the report will be supplied to the SCC Archaeology Service for comment.

6.3.2 Following approval of the report, one printed copy and one digital copy (PDF) will be presented to the SCCAS for deposition with the Suffolk Historic Environment Record.

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.

6.4.2 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 of Appendix 1 of the Historic England's (2015) *Management of Research Projects in the Historic Environment* (MoRPHE) and *the Archaeological Archives in Suffolk, Guidelines for preparation and deposition* (Suffolk County Council Archaeological Service 2017).

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.

Transfer of ownership

7.1.5 The archaeological material and paper archive produced from this investigation will be held in storage by OA East who will seek to transfer the complete project archive to the Suffolk County Council Stores, in order to facilitate future study and ensure long-term public access to the archive. To do so will require a transfer of title to the repository in line with the county's guidance on deposition of archaeological archives. 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 Suffolk County Council Stores.

7.1.6 A written transfer of ownership document will be forwarded to the SCC Archaeology Service before the archive is deposited.

7.1.7 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 approximately 3-4 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 six months of delivering the final report, unless the SCC Archaeology Service 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)
- 2 x Site Assistants (as required)
- 1 x Archaeological Surveyor
- 1 x Finds Assistant (part-time, as required)
- 1 x Environmental Assistant (part-time, as required)

9.1.2 The Project Manager will be Matt Brudenell. 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 SCC Archaeology Service will be informed appropriately of dates and arrangements to allow for adequate monitoring of the works.

10.1.2 During the excavation, representatives Oxford Archaeology East (Matt Brudenell), CgMs Heritage (Ben Barker) and the SCCAS (Hannah Cutler) 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 SCC Archaeology Service.

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, and sent to the SCC Archaeology Service.

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

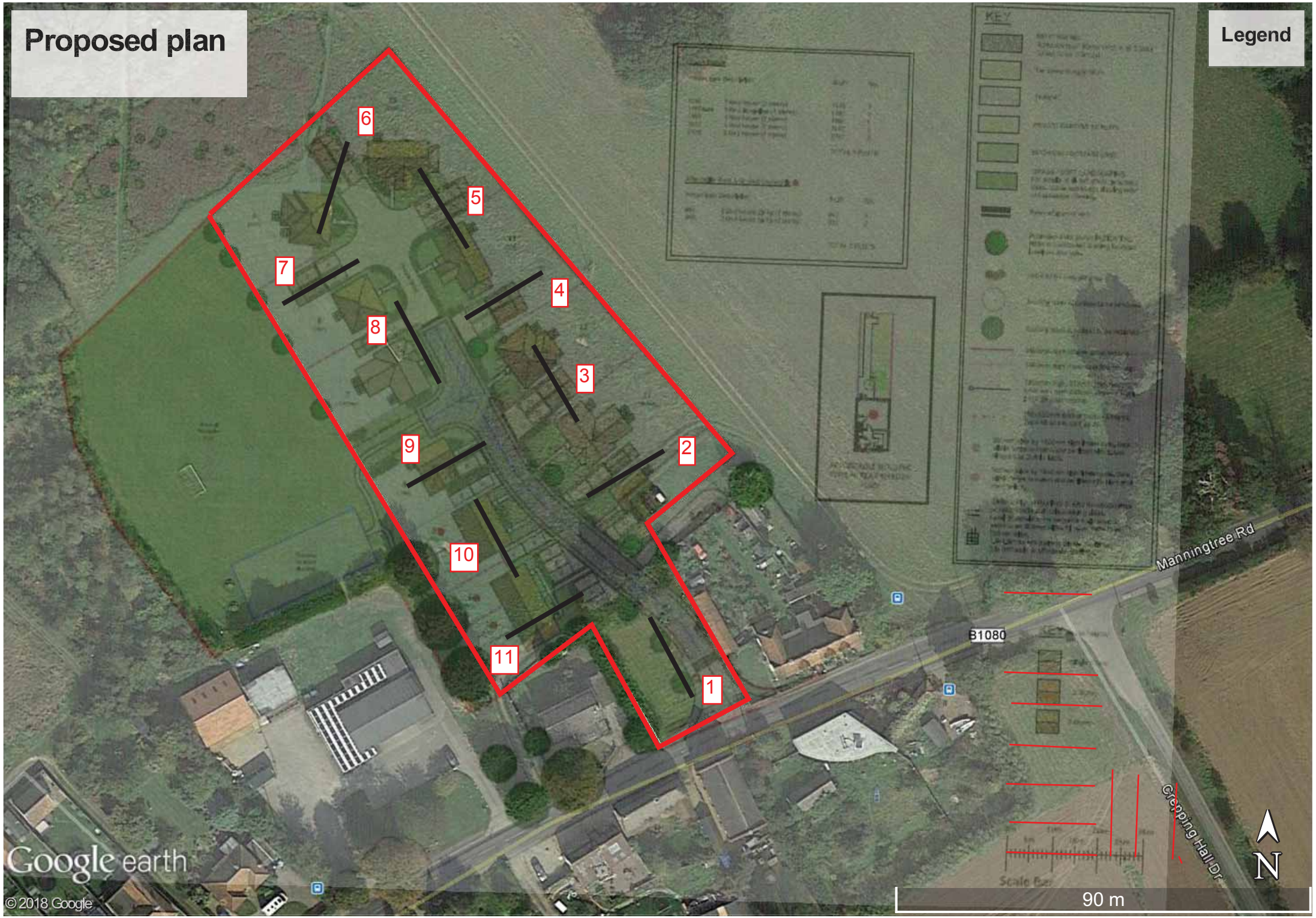
NAME	SPECIALISM	ORGANISATION
Allen, Leigh	Worked bone, CBM, medieval metalwork	Oxford Archaeology
Allen, Martin	Medieval coins	Fitzwilliam Museum
Allen, Martyn	Zooarchaeology	Oxford Archaeology
Anderson, Katie	Roman pottery	Freelance
Anderson, Sue	Medieval & post-medieval pottery (specifically from Norfolk & 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
Donelly, 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, *etc*	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.


Proposed plan
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REGISTERED CIfA ORGANISATION

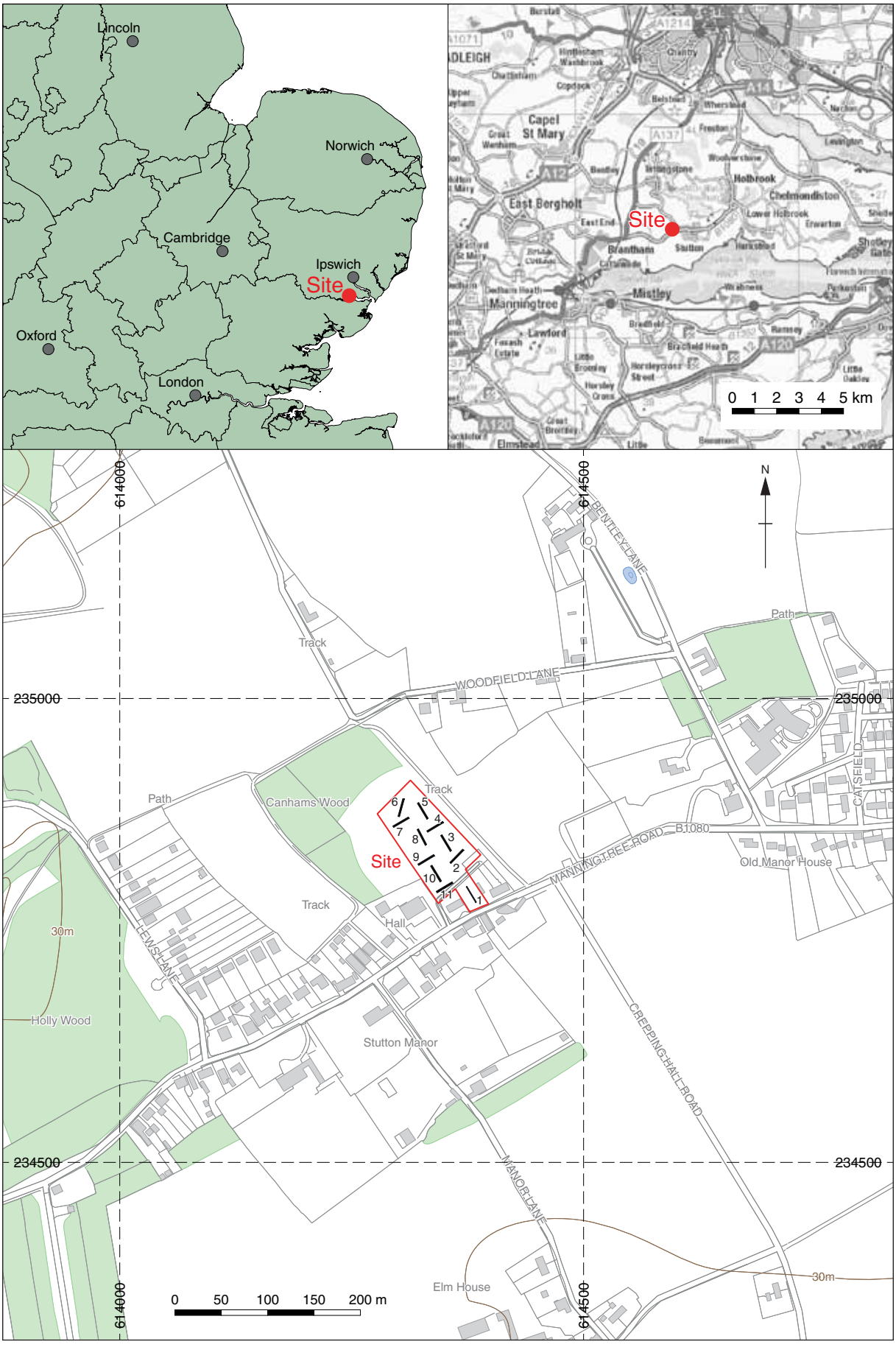


Figure 1: Site location showing archaeological trenches (black) in development area (red). Scale 1:6000

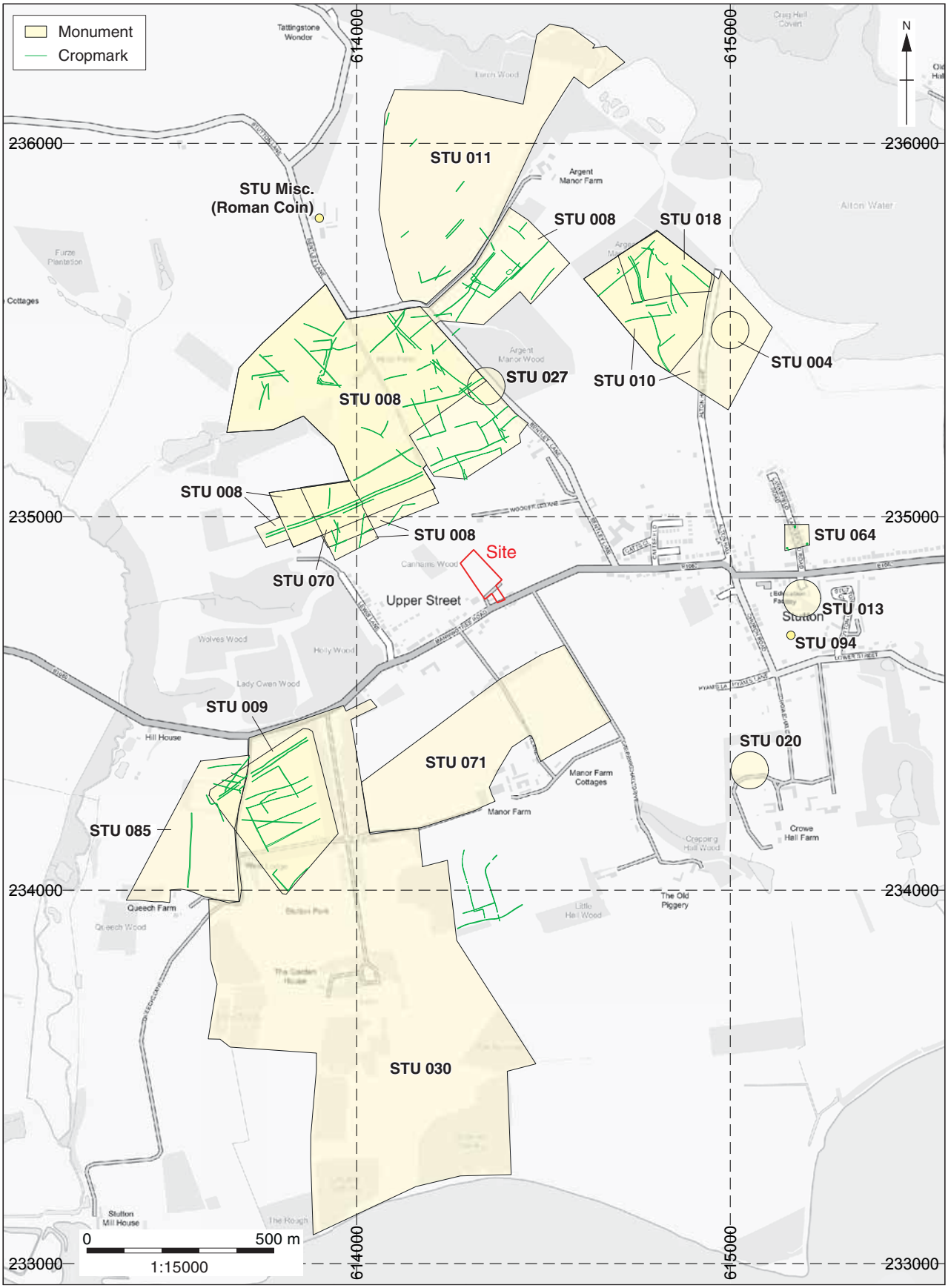


Figure 2: SHER data mentioned in the text

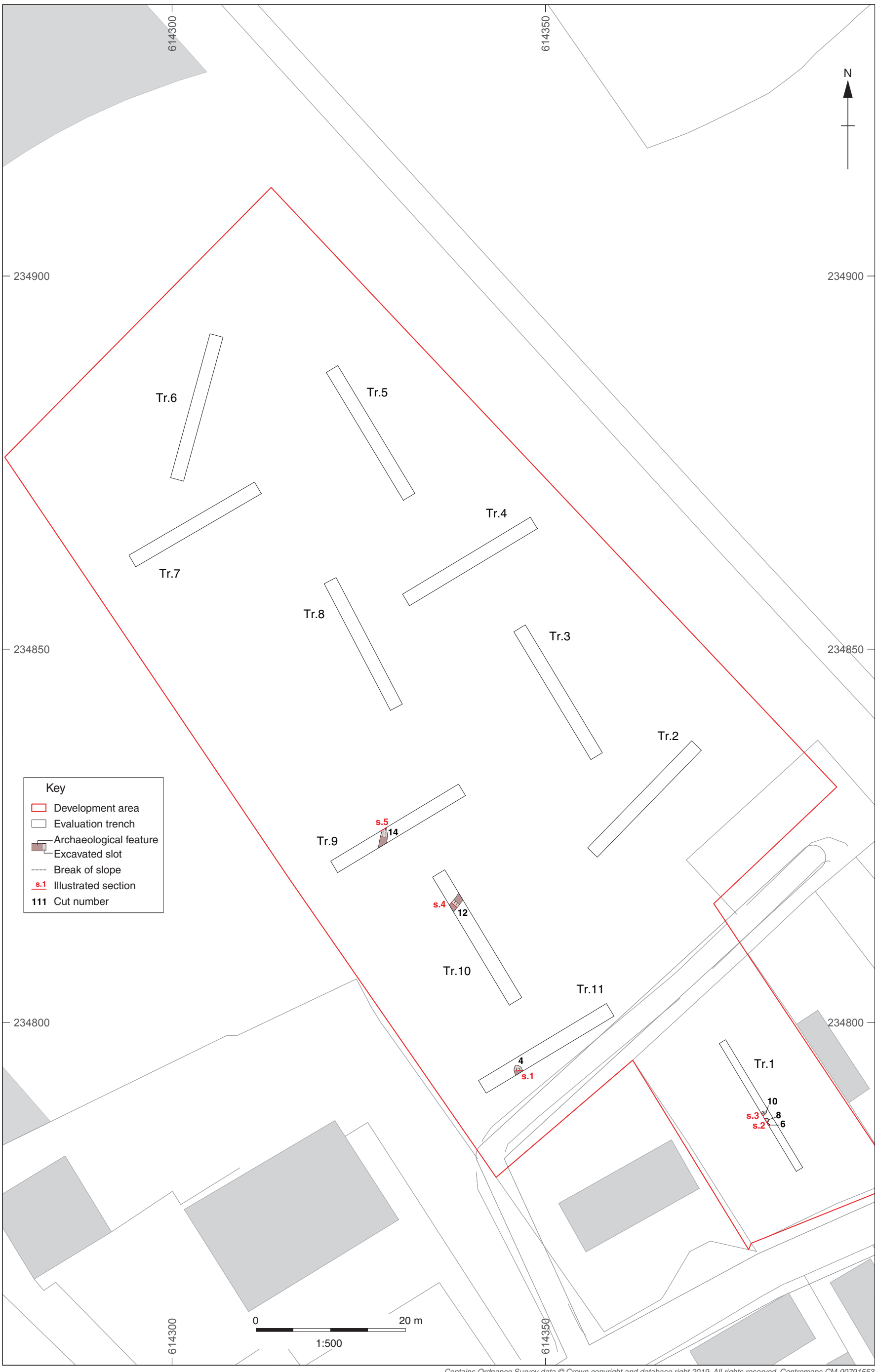
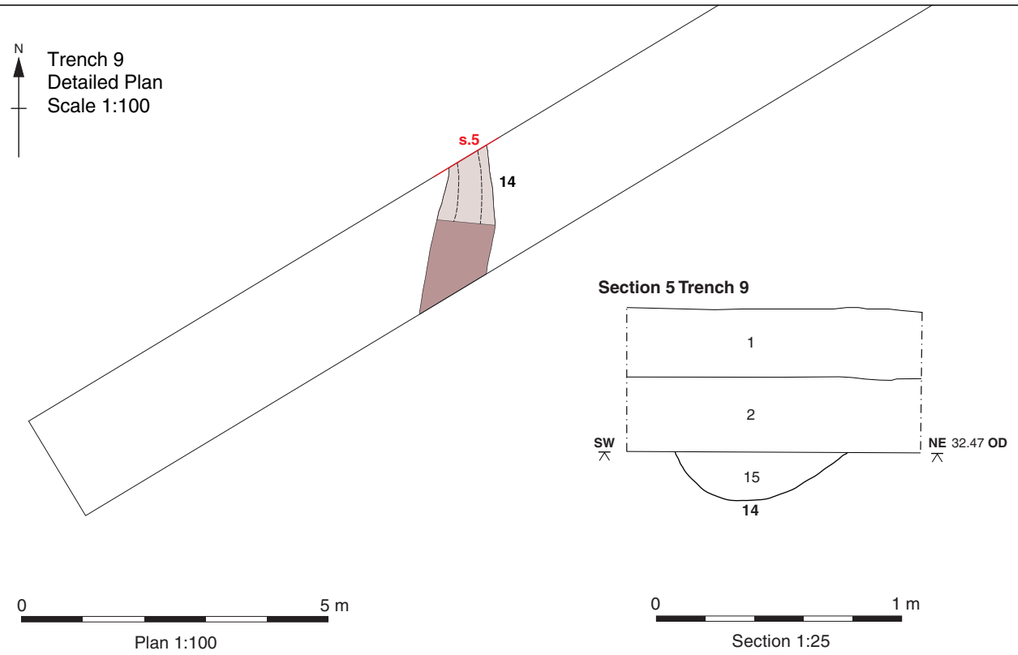
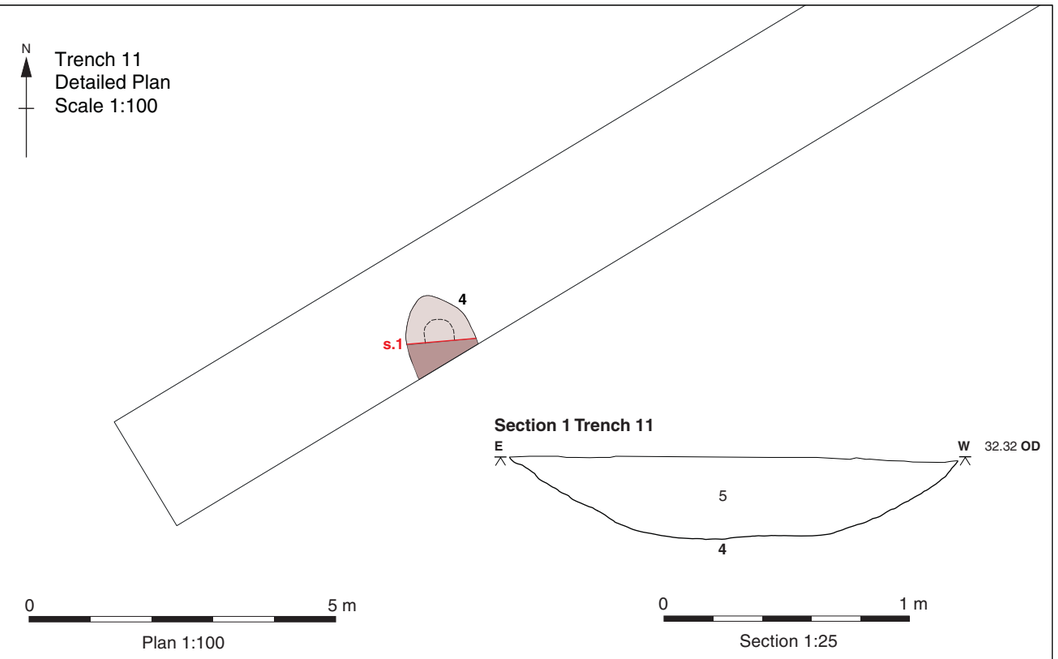
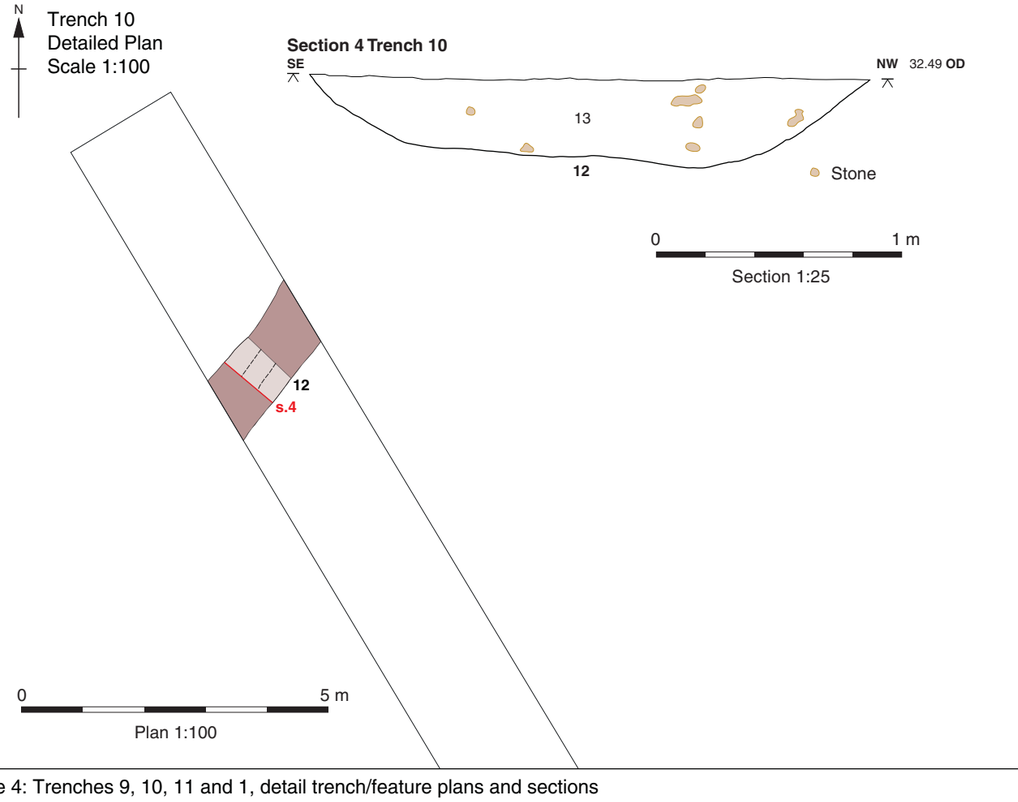


Figure 3: Site plan







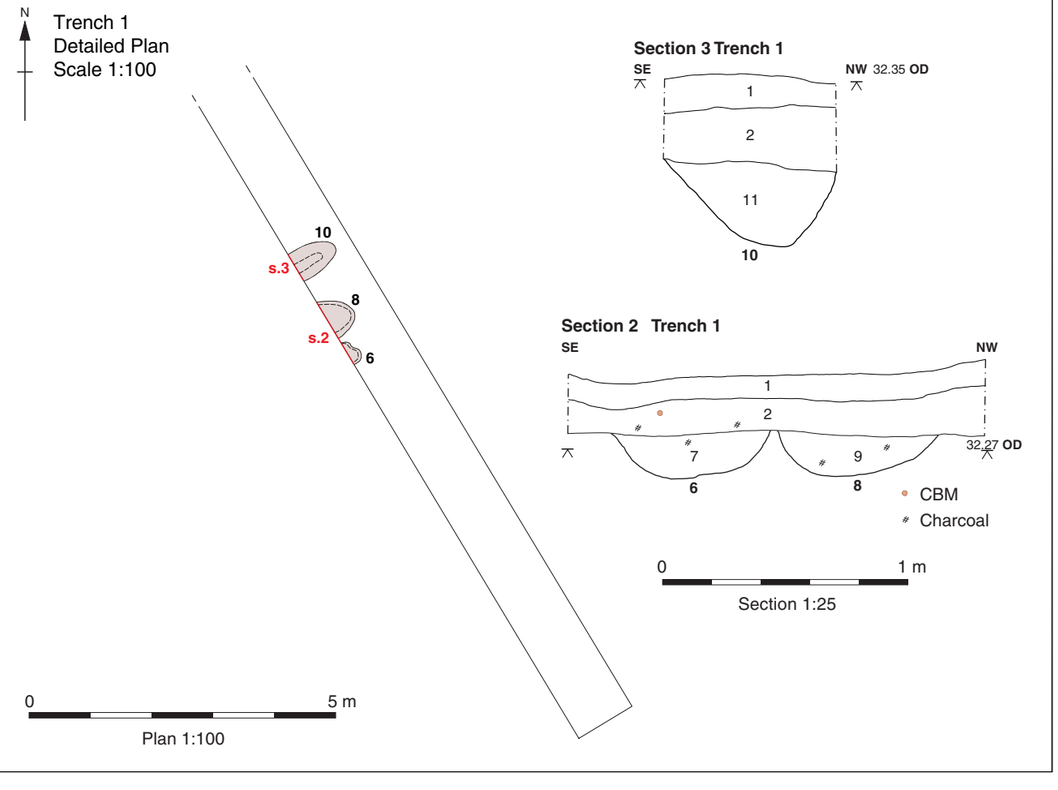


Figure 4: Trenches 9, 10, 11 and 1, detail trench/feature plans and sections

Plate 1: Trench 1, looking north-west

Plate 2: Pits **6** and **8**, Trench 1, looking south-west

Plate 3: Trench 9, looking south-west

Plate 4: Ditch **14**, Trench 9, looking north-west

Plate 5: Trench 10, looking north-west

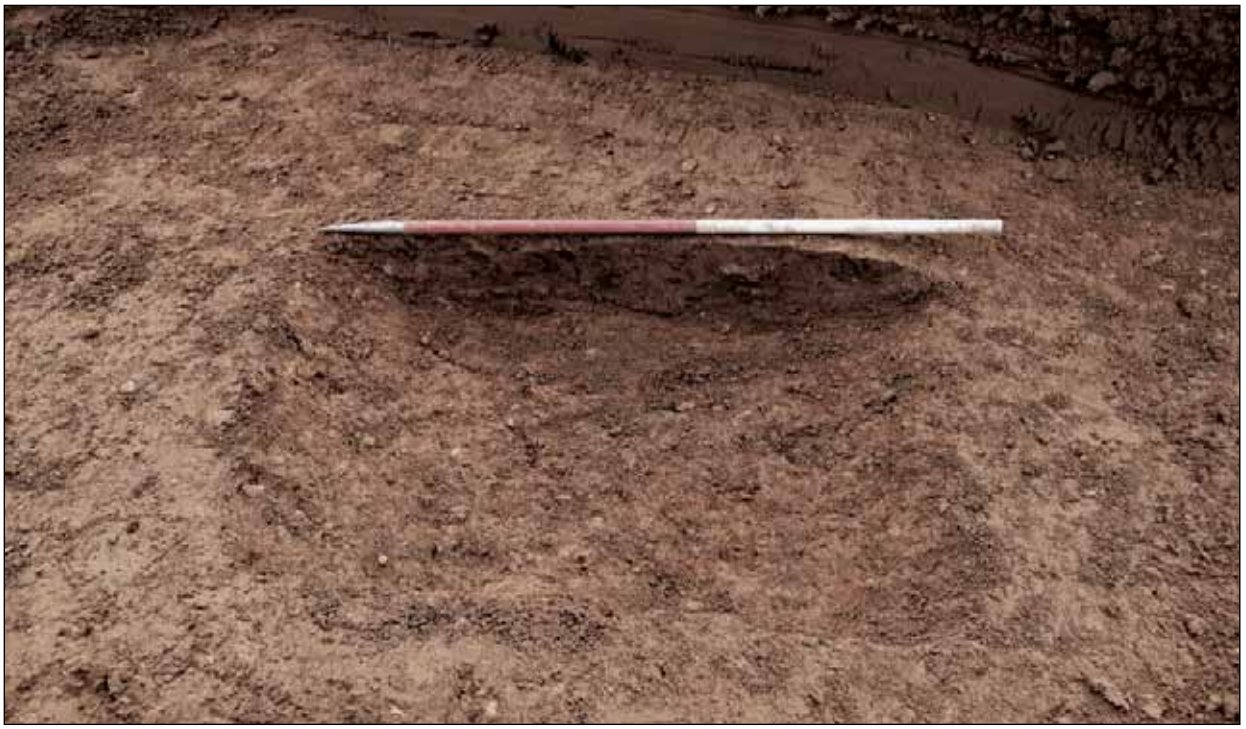


Plate 6: Ditch **12**, Trench 10, looking south-west

Plate 7: Trench 11, looking south-west

Plate 8: Ditch **4**, Trench 11, looking south

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