Two trenches at Boyton Hall Farm, Haverhill, Suffolk

Archaeological Evaluation Report

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October 2015

Client:

OA East Report No: 1859
OASIS No: Oxford3-222361
NGR: TL 674 466

Archaeological Evaluation Report

Two trenches at Boyton Hall Farm, Haverhill, Suffolk

Archaeological Evaluation

By Anthony Haskins BSc MSc ACIfA

Editor: Matt Brudenell BA MA Phd

Illustrator: Gillian Greer BSc MCIfA

Report Date: October 2015

Report Number:	1859
Site Name:	Boyton Hall Farm, Haverhill, Suffolk
HER Event No:	HVH 098
Date of Works:	September 2015
Client Name:	Ian Johnson
Client Ref:	
Planning Ref:	DC/150242/OUT
Grid Ref:	TL 674 466
Site Code:	HVH 098
Finance Code:	XSFBHF15
Receiving Body:	Suffolk County Council Archaeological Stores
Accession No:	

Prepared by:	Anthony Haskins
Position:	Fieldwork Project Officer
Date:	25th September
Checked by:	Matt Brudenell
Position:	Project Manager
Date:	2nd October 2015
Signed:	.....

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Oxford Archaeology East,
15 Trafalgar Way,
Bar Hill,
Cambridge,
CB23 8SQ

t: 01223 850500
f: 01223 850599
e: oaeast@thehumanjourney.net
w: http://thehumanjourney.net/oaeast

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Summary

On 24th September 2015, Oxford Archaeology East excavated undertook a trenched archaeological evaluation at Boyton Hall Farm, Haverhill, Suffolk (centred TL 674 466). Two trenches were excavated to immediately east of an existing barn prior to demolition and redevelopment of the plot for residential use. No archaeological features were recorded. A modern linear trench for a BT telephone cable was seen running along both trenches.

1 INTRODUCTION

1.1 Location and scope of work

1.1.1 An archaeological evaluation was conducted at Boyton Fall Farm, Haverhill (TL 674 466).

1.1.2 This archaeological evaluation was undertaken in accordance with a Brief issued by Rachael Abraham of Suffolk County Council (Abraham 2015; SCC; Planning Application DC/15/0242/OUT, Conditions 3 and 4), supplemented by a Specification prepared by OA East (Brudenell and Levermore 2015).

1.1.3 The work was designed to assist in defining the character and extent of any archaeological remains within the proposed redevelopment area, in accordance with the guidelines set out in *National Planning Policy Framework* (Department for Communities and Local Government March 2012). The results will enable decisions to be made by SCC, on behalf of the Local Planning Authority, with regard to the treatment of any archaeological remains found.

1.1.4 The site archive is currently held by OA East and will be deposited with the appropriate county store in due course.

1.2 Geology and topography

1.2.1 The site was located on a bedrock of the Lewes Nodular Chalk formation with overlying superfical deposits of the Lowestoft Formation (Geology of Britain Viewer http://mapapps.bgs.ac.uk/geologyofbritain/home.html accessed on 24th September 2015).

1.2.2 It was situated on a slight rise at 108m OD, on the northern side of Haverhill. The site was relatively flat with a slight rise to the north.

1.3 Archaeological and historical background

1.3.1 Previous archaeological work has revealed a long history of human activity in the landscape surrounding Boyton Hall Farm. A 45 hectare evaluation (WLT 008, HVH 064; Craven 2007b) within the fields surrounding the site to the north uncovered numerous prehistoric to post-medieval features. Smaller works (WLT 009 & HVH 065; Atkins 2013 and Craven 2007a, HVH 083; Stocks-Morgan 2015) have revealed similar archaeology.

Prehistoric

1.3.2 Late prehistoric pottery was recovered during the western phase of the 45ha evaluation (HVH 064; Craven 2007b), 500m to the west of the site. The pottery recovered during this phase of the evaluation was largely unstratified, which does not allow greater discussion beyond identifying a prehistoric use of the landscape. Norney Wood, 800m northwest of the barn site, has been identified as an ancient woodland with probable earthworks (WTH 018). The earthworks are undated, nevertheless this is further evidence for the prehistoric occupation of the landscape.

Bronze Age

1.3.3 A thin-butted flat axe, dated to the early Bronze Age (2350 – 1500 BC) was found *c.* 500m east of the site, whilst a ring ditch was located at a similar distance to the north-east (WTL 003). The larger phase of the 45 hectare excavation (WTL 008; Craven

2007b), within the fields surrounding Boyton Hall Farm to the north, revealed prehistoric features and pottery dating to the Bronze Age.

Iron Age/Roman

1.3.4 An evaluation in the fields to the north of the site produced pottery dated between the Early Iron Age and Roman periods, along with ditches and pits (HVH064; Craven 2007b, 083). The evaluation (WTL 009; Craven 2007a) at Boyton Hall, 50m north of the new site, identified two Roman features. Within Haverhill proper, 500m to the south, a Roman figurine was recovered described as a 'carved celtic stone' and interpreted as an amulet (HVH 015). Roman and Iron Age material were also recovered from excavations to the south-east of the proposed development (HVH 065; Atkins 2013 and HVH 083; Stocks-Morgan 2015)

Saxon and Early Medieval

1.3.5 An evaluation (WTL 009; Craven 2007) within the small field 50m north of the site uncovered part of a substantial12th-14th century settlement with Saxon and Early Medieval origins. The larger part of this occupation evidence was seen in the adjacent evaluation WTL 009/HVH 065 (Craven 2007a). Artefactual evidence suggests possible buildings, rubbish pits and subdivisions of land.

Later medieval

1.3.6 Immediately west of the proposed site are three buildings described in Hodskinson's 1783 map as 'Haverhill Chapel' (HVH 046). Later these buildings are referred to as 'Chapel Farm'. They have been identified as a chapel and hermitage with later Medieval origins, 15th and 16th centuries respectively. Notably ,the Haverhill and Little Wrattling parish boundary passes between this collection of buildings. Further, it is suggested that the chapel is the Chapel of Alderton mentioned (with differing spellings) many times in Haverhill histories, the earliest from 1474. Features identified to the south of these standing buildings suggest the presence of other buildings, rubbish pits and subdivisions of land extending along the north side of the access track to the former sites of Alderton Chapel and Chapel Farm.

Post-medieval

1.3.7 Post-Medieval ditches were uncovered in the HVH 064 and WLT 008 evaluations.

Modern

1.3.8 To the south is the town of Haverhill, which has seen expansion through the 20th century. There are several listed buildings within modern Haverhill. There are a handful of listed buildings within the town and a collection of heritage sites.

1.4 Acknowledgements

1.4.1 The author would like to thank Ian Johnson for commissioning Oxford Archaeology to carry out the work. Thanks also go to Matt Brudenell for managing the project and Rachael Abraham of Suffolk County Council for monitoring the works.

2 Aims and Methodology

2.1 Aims

2.1.1 The objective of this evaluation was to determine as far as reasonably possible the presence/absence, location, nature, extent, date, quality, condition and significance of any surviving archaeological deposits within the development area.

2.2 Methodology

2.2.1 The Brief required the excavation of 15m of linear trial trenching within the proposed development area (Abraham 2015). As this largely fell within the footprint of an existing barn awaiting demolition, it was agreed with Rachael Abraham that the trenching could occur immediately outside the structure.

2.2.2 Machine excavation was carried out under constant archaeological supervision with a 360º excavator using a toothless ditching bucket.

2.2.3 Spoil, exposed surfaces and features were scanned with a metal detector. All metal-detected and hand-collected finds were retained for inspection, other than those which were obviously modern.

2.2.4 All archaeological features and deposits were recorded using OA East's *pro-forma* sheets. Trench locations, plans and sections were recorded at appropriate scales and colour and monochrome photographs were taken of all relevant features and deposits.

2.2.5 The site was excavated in warm dry sunny weather.

3 Results

3.1 Trenches 1 and 2

3.1.1 Both Trenches 1 and 2 were orientated on a north to south alignment along the eastern side of the existing barn on the development plot (Fig. 2; Plates 1 & 2). Trench 1 was 9m long and 1.5m wide with a maximum depth of 0.3m, whist Trench 2 was 6.8m long and 1.5m wide with a maximum depth of 0.1m. Both trenches were excavated through a disturbed mixed topsoil deposit containing modern concrete and rubble onto a chalk natural. No archaeological deposits were observed. The only feature recorded was a single 0.45m wide modern machine dug trench running the along the length of both trenches. A context inventory is presented in Appendix A.

4 Discussion and Conclusions

4.1 Conclusion

4.1.1 No archaeological features or deposits were identified and the modern machine dug trench ran into a nearby Telephone manhole.

4.2 Recommendations

4.2.1 Recommendations for any future work based upon this report will be made by the County Archaeology Office.

Appendix A. Trench Descriptions and Context Inventory

Trench 1						
General description					**Orientation**	N-S
Trench devoid of archaeology. Consists of modern mixed rubble and soil overlying chalk natural					**Avg. depth (m)**	0.3
					Width (m)	1.5
					Length (m)	9
Contexts						
context no	**type**	**Width (m)**	**Depth (m)**	**comment**	**finds**	**date**
1	Layer	-	0.3	Made ground/modern soil	-	-
Trench 2						
General description					**Orientation**	N-S
Trench devoid of archaeology. Consists of modern mixed rubble and soil overlying chalk natural					**Avg. depth (m)**	0.3
					Width (m)	1.5
					Length (m)	9
Contexts						
context no	**type**	**Width (m)**	**Depth (m)**	**comment**	**finds**	**date**
1	Layer	-	0.3	Made ground/modern soil	-	-

APPENDIX B. BIBLIOGRAPHY

Abraham, R. 2015 *Brief for a Trenched Archaeological Evaluation AT Boyton Hall Farm, Anne Suckling Lane, Haverhill* Unpublished

Atkins, R. 2013 *An Iron Age and Roman settlement on land north of Ann Suckling Road, Haverhill, Suffolk* Oxford Archaeology East report 1533

Brudenell, M. and Levermore, T. 2015 *Written Scheme of Investigation Archaeological Evaluation: New Barn, Boyton Hall Farm, Haverhill* Unpublished

Craven, J. 2007a *Land at Boyton Hall, Haverhill, Suffolk HVH 065 and WLT 009* Suffolk CC Archaeological Service report 2007/144

Craven, J. 2007b Land north-west of Haverhill, Suffolk, HVH 064 and WTL 008 SCCAS report 2007/140

Stocks-Morgan, H. 2015 *A Romano-British Polygonal Enclosure and ditches at Plot 2, Ann Suckling Road, Haverhill* Oxford Archaeology East report 1558

APPENDIX C. OASIS REPORT FORM

All fields are required unless they are not applicable.

Project Details

OASIS Number	Oxford3-222361		
Project Name	Two trenches at Boyton Hall Farm, Haverhill, Suffolk		
Project Dates (fieldwork) Start	24-09-2015	Finish	24-09-2015
Previous Work (by OA East)	No	Future Work	Unknown

Project Reference Codes

Site Code	HVH 098	Planning App. No.	DC/150242/OUT
HER No.	HVH 098	Related HER/OASIS No.	

Type of Project/Techniques Used

Prompt	Direction from Local Planning Authority - Direction 4
Development Type	Urban Residential

Please select all techniques used:

☐ 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
☐ Dendrochronological 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 Types/Significant Finds & Their Periods

List feature types using the NMR Monument Type Thesaurus and significant finds using the MDA Object type Thesaurus together with their respective periods. If no features/finds were found, please state "none".

Monument	Period	Object	Period
None	Select period...	None	Select period...
	Select period...		Select period...
	Select period...		Select period...

Project Location

County	Suffolk	Site Address (including postcode if possible)	
District	St. Edmundsbury	Boyton Hall Farm, Haverhill CB9 0DF	
Parish	Haverhill		
HER	Suffolk		
Study Area	c. 900 sq. m	National Grid Reference	TL 674 466

Project Originators

Organisation	OA EAST
Project Brief Originator	Rachael Abraham
Project Design Originator	Matt Brudenell
Project Manager	Matt Brudenell
Supervisor	Anthony Haskins

Project Archives

Physical Archive	Digital Archive	Paper Archive
N/A	OA East	SCC Stores
N/A	HVH 098	HVH 098

Archive Contents/Media

	Physical Contents	Digital Contents	Paper Contents
Animal Bones	☐	☐	☐
Ceramics	☐	☐	☐
Environmental	☐	☐	☐
Glass	☐	☐	☐
Human Bones	☐	☐	☐
Industrial	☐	☐	☐
Leather	☐	☐	☐
Metal	☐	☐	☐
Stratigraphic		☐	☐
Survey		☐	☐
Textiles	☐	☐	☐
Wood	☐	☐	☐
Worked Bone	☐	☐	☐
Worked Stone/Lithic	☐	☐	☐
None	☒	☒	☒
Other	☐	☐	☐

Digital Media	Paper Media
☐ Database	☐ Aerial Photos
☐ GIS	☐ Context Sheet
☐ Geophysics	☐ Correspondence
☒ Images	☒ Diary
☐ Illustrations	☐ Drawing
☐ Moving Image	☐ Manuscript
☐ Spreadsheets	☐ Map
☐ Survey	☐ Matrices
☒ Text	☐ Microfilm
☐ Virtual Reality	☐ Misc.
	☐ Research/Notes
	☐ Photos
	☐ Plans
	☒ Report
	☐ Sections
	☐ Survey

Notes:

Appendix D. Written Scheme of Investigation

Oxford Archaeology East
15 Trafalgar Way, Bar Hill
Cambridgeshire CB23 8SQ
tel 01223 850 500
fax 01223 850 599
email oaeast@oxfordarch.co.uk
web www.oxfordarchaeology.com

Written Scheme of Investigation
Archaeological Evaluation

Site name	**Boyton Hall Farm, Haverhill**
Site code	**XSFBHF15**
Location	**TL 674 466**
Project number	18511
Project type	Trial trench evaluation
Event number	ESF23227
HER number	HVH 098
OASIS number	Oxfordar3-222361
Planning application no.	DC/15/0242/OUT
Client	Ian Johnson
Date of issue	11/08/15
Version	2
Author	Matt Brudenell and Ted Levermore

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1. General background

This WSI conforms to the principles identified in English Heritage's guidance documents *Management of Research Projects in the Historic Environment (MoRPHE)*, specifically the MoRPHE *Project Manager's Guide* (2006) and *Project Planning Note 3: Archaeological Excavation.*

This WSI also incorporates the requirements of the EAA *Standards for Field Archaeology in the East of England* (Gurney 2003), and conforms to Suffolk County Council's *Requirement for Archaeological Evaluation* document (2011).

1.1. Circumstances of the project

Oxford Archaeology East (OA East) have been commissioned by Ian Johnson to undertake a field evaluation by trial trenching on land proposed for the erection of a new dwelling, associated access and car parking following the demolition of an existing agricultural building.

This Written Scheme of Investigation (WSI) has been prepared in response to a Brief for a Trenched Archaeological Evaluation issued by Rachael Abraham of the Suffolk County Council Archaeological Service, dated 14/07/2015, and is required by St Edmundsbury Borough Council in respect to Conditions 3 and 4 of planning application DC/15/0242/OUT.

1.2. The geology, topography and other features of the site

The bedrock of the site Lewes Nodular and the Seaford chalk formations, and is overlain by the Lowestoft Formation of chalky till (British Geological Survey, 2014). The soils are typical calcareous pelosols of the Hanslope association (411d, SSEW 1983).

The site of the new dwelling is situated on a slight rise, 108m OD, north of Haverhill, c.100m aOD. The area is largely flat with no major landscape elevations within the vicinity. To the north and east of the site is the upper valley of the River Stour and to the south, running through Haverhill, is a smaller tributary of the same river. There is a general slope that heads down towards both the Stour and its tributary away from the site.

The site has been a farm since at least the Middle Ages, and therefore while there has been considerable activity this may also have truncated any archaeological remains.

2. Archaeological background

Previous archaeological work has revealed a long history of human activity in the landscape surrounding Boyton Hall Farm. A 45 hectare evaluation (HVH 008, 064) within the fields surrounding the site to the north uncovered numerous prehistoric to post-medieval features. Smaller excavations (HVH

009, 065, 083) have revealed similar archaeology.

2.1. Prehistoric

Late prehistoric pottery was recovered during the western phase of the 45 ha evaluation (HVH 064), 500m to the west of the site. The pottery recovered during this phase of the evaluation was largely unstratified, which does not allow greater discussion beyond identifying a prehistoric use of the landscape. Norney Wood, 800m northwest of the barn site, has been identified as an ancient woodland with probable earthworks (WTH 018). The earthworks are undated, nevertheless this is further evidence for the prehistoric occupation of the landscape.

2.2. Bronze Age

Bronze Age artefacts and features have been identified within the archaeology identified as prehistoric. A thin-butted flat axe, dated to the early Bronze Age (2350 – 1500 BC), 500m Northeast of the site (WTL 003). The larger phase of the 45 hectare excavation (WTL 008), within the fields surrounding Boyton Hall Farm to the north, revealed prehistoric features and pottery dating to the Bronze Age.

2.3. Iron Age/Roman

An evaluation in the fields to the north of the site produced pottery dated between the Early Iron Age to the Roman era, along with ditches and pits (HVH064, 083).

An archaeological evaluation (WTL 009) at Boyton Hall, 50m north of the new barn site, identified two Roman features. Within Haverhill proper, 500m to the south, a Roman era figurine was recovered described as a 'carved celtic stone' and suggested to be an amulet (HVH 015).

2.4. Saxon and Early Medieval

An evaluation (WTL 009) within the small field 50m north of the new barn site uncovered part of a substantial phase of settlement activity during the 12th-14th centuries with Saxon and Early Medieval origins. The larger part of this occupation evidence was seen in the adjacent evaluation WTL 009/HVH 064. Artefactual evidence suggests possible buildings, rubbish pits and subdivisions of land.

2.5. Later medieval

Immediately west of the proposed site are three buildings described in Hodskinson's 1783 map as 'Haverhill Chapel'. Later these buildings are referred to as 'Chapel Farm'. They have been identified as a chapel and hermitage with later Medieval origins, the 15th and 16th centuries respectively. Notably the Haverhill and Little Wrattling parish boundary passes between this collection of buildings. Further, it is suggested that the chapel is the Chapel of Alderton mentioned (with differing spellings) many times in Haverhill histories, the earliest from 1474. Features identified to the south of these standing buildings suggest the presence of other buildings, rubbish pits and subdivisions of land

extending along the north side of the access track to the former sites of Alderton Chapel and Chapel Farm.

2.6. Post-medieval

Post-Medieval ditches were uncovered in the HVH 064 and HVH 008 evaluations.

2.7. Modern

To the south is the town of Haverhill, which has seen expansion through the 20th century. There are several listed buildings within modern Haverhill. There are a handful of listed buildings within the town and a collection of heritage sites.

3. Aims and objectives

3.1. Aims of the evaluation

The evaluation will seek to establish the character, date, state of preservation, and extent of any archaeological remains within the development area. The scheme of works is designed to do the following:

- Provide sufficient coverage and exposure to enable excavation to establish the approximate form, date and purpose of any archaeological deposits, together with extent, localised depth and quality of preservation.
- Provide sufficient coverage and exposure to evaluate the likely impact of past land uses, and the possible presence of masking deposits.
- Provide sufficient coverage and exposure to provide information to construct an appropriate archaeological conservation/mitigation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and order of cost.
- Set results in the local, regional, and national archaeological context.

3.2. Research frameworks

This investigation takes place place within, and will contribute to the goals of Regional Research Frameworks relevant to this area:

- *Research and Archaeology: A Framework for the Eastern counties: 1. Resource Assessment* (Glazebrook 1997, East Anglian Archaeology Occasional Papers 3);
- *Research and Archaeology: A Framework for the Eastern counties: 2. Research Agenda and Strategy* (Brown & Glazebrook 2000, East Anglian Archaeology Occasional Papers 8)
- *Research and Archaeology Revisited: A Revised Framework for the East of England* (Medlycott 2011, East Anglian Archaeology Occasional Papers 24).

4. Methods

The archaeological evaluation will be conducted in accordance with current best archaeological practice and the appropriate national and regional standards and guidelines.

All work will be conducted in accordance with the Chartered Institute for Archaeologists':

- Code of Conduct
- Standard and Guidance for Archaeological Watching Briefs
- Standard and Guidance for Archaeological Field Evaluations
- Standard and Guidance for Archaeological Excavation.

Additional guidelines, specific to the region, which we also adhere to are:

- *Standards for Field Archaeology in the East of England* (East Anglian Archaeology Occasional Paper 14)

Fieldwork will also 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.

4.1. Background research

The relevant results of a background study are briefly summarised in Section 2 above. The results of this study will be fully incorporated into the final evaluation report and supplemented by further documentary research where appropriate.

4.2. Trial Trenching

Two trenches will be excavated beside the existing barn in the locations indicated on the plan attached to this WSI. The trenches will comprise one 10m long by 1.8m wide trench, and one 5m long by 1.8m wide trench.

The trenches will set out by a Lecia survey-grade GPS fitted with "smartnet" technology with an accuracy of 5mm horizontal and 10mm vertical. Before trenching the footprint of each trench will be scanned by a qualified and experienced operator using a CAT and Genny that has a valid calibration certificate.

All trenches will be excavated by a JCB-type 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.

Topsoil, subsoil, and archaeological deposits will be kept separate during excavation, to allow for sequential backfilling of excavations. The trench will not be backfilled without the approval of the Suffolk County Council Archaeological Service.

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. Exposed surfaces will be cleaned by trowel and hoe as necessary, in order to clarify located features and deposits. 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.

4.3. Excavation of archaeological features and deposits

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

Exposed surfaces will be cleaned by trowel and hoe as necessary in order to clarify features and deposits. Unless otherwise agreed by the Suffolk County Council Archaeological Service, 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.

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.

The depth, nature and potential artefact content of colluvial or other masking deposits will also investigated and recorded across the site. Buried soils will be tested pitted, or bucket sampled at trench ends (90 litres sampled per 50m)

Any natural subsoil surface revealed will be hand cleaned and examined for archaeological deposits and artefacts.

4.4. Recording of archaeological features and deposits

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

Each context 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.

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

Trench 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). Levels will be taken at tops and bottoms of trenches using the GPS and on archaeological deposits and significant artefacts, and will be displayed on all drawn plans and sections.

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

The photographic record will comprise high resolution digital photographs and/or black and white and colour film photographs. Photographs will contain a scale, north arrow and photo board, except for certain site-wide and working shots. Pro-forma sheets will be used to record a record of photographs taken.

Finds will be recorded and retained by context, "special/small" finds may be located more accurately by GPS if appropriate.

4.5. Environmental sampling

Environmental sampling will follow the guidelines set out in:

- English Heritage (2011, 2nd edition) *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation*.
- Association for Environmental Archaeology (1995) *Environmental archaeology and archaeological evaluations. Recommendations concerning the environmental archaeology component of archaeological evaluations in England*. Working Papers of the Association for Environmental Archaeology 2. York: Association for Environmental Archaeology.
- Dobney, K., Hall, A., Kenward, H. & Milles, A. (1992) *A working classification of sample types for environmental archaeology*. Circaea 9.1: 24-26
- Murphy, P.L. & Wiltshire, P.E.J. (1994) *A guide to sampling archaeological deposits for environmental analysis.*

Bulk samples (up to 40 litres or 100% of context) will be taken from a range of site features and deposits to target the recovery of plant remains (charcoal and macrobotanticals) fish, bird, small mammal and amphibian bone and small artefacts. Typically, 10 litres of each bulk sample will be processed using tank flotation, with the remaining sub-sample processed where appropriate or necessary. Waterlogged samples will be wet sieved and stored in cool or wet conditions as appropriate.

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 Appendix 1)

Where encountered and deemed necessary at this stage, monolith tins will be taken through palaeosols to target the recovery of pollen, molluscs, foraminifera, parasites and insects. The soil will also be inspected on site, or samples taken and assessed off site, for its suitability for micromorphological study or other analytical techniques. This will be conducted by a suitably qualified specialist (see Appendix 1). Bulk samples will also be taken through palaeosols.

Where deemed necessary at this stage, range finder scientific dates will be

obtained for critical contacts, e.g. the basal contact of peats over former dryland surfaces.

The project team will consult Historic England's Scientific Advisor on environmental sampling and dating where necessary.

4.6. Human remains

If human remains are encountered, the client and the Suffolk County Council Archaeological Service will be immediately informed.

Excavation may be required where the remains are under imminent threat, or if information on date and preservation is required.

No further excavation will take place in the vicinity of the remains until removal becomes necessary. Human remains will be excavated in accordance with all appropriate Environmental Health regulations, and will only occur after a Ministry of Justice exhumation licence has been obtained.

4.7. Metal detecting and the Treasure Act

Metal detector searches will take place at all stages of the excavation by an experienced metal detector user. Both excavated areas and spoil heaps will be checked.

Metal detectors will not be set to discriminate against iron.

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.

Such finds will be reported to the Suffolk Coroner within 14 days, in accordance with the Act. The Suffolk Finds Liaison Officer from the Portable Antiquities Scheme will also be informed.

4.8. Post-excavation processing

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.

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

Finds will be marked with context numbers, site code or accession number, as detailed in the requirements of the

4.9. Archiving

The site archive will conform to the requirements of MoRPHE and the *Archaeological Archives in Suffolk, Guidelines for preparation and deposition* (Suffolk County Council Archaeological Service 2014).

OA East will seek to transfer title of ownership of the complete project archive to Suffolk County Council Archaeological Service 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

All archives will comply in format with PPN3 recommendations. The project 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), Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation (Brown 2007) and Archaeological Archives in Suffolk, Guidelines for preparation and deposition (Suffolk County Council Archaeological Service 2014).

The archive will be quantified, ordered, and indexed. It will include:

- artefacts
- ecofacts
- project documentation – including plans, section drawings, context sheets and registers, specialist report (including sub-contracted specialist reports)
- photographs (digital photographs will be stored on CD-ROM, and colour printouts made of key features)
- 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.

4.10. Changes to this method statement

If changes need to be made to the methods outlined above – either before or during works on site – the Suffolk County Council Archaeological Service will be informed and asked to consider changes before they are made. Changes will be agreed in writing before work on site commences, or else at the earliest available opportunity.

5. Reporting

5.1. Evaluation report

The evaluation report will provide an objective account of the archaeological investigation and its findings. It will contain a comprehensive, illustrated assessment of the local and regional context in which the archaeological evidence rests, and highlight any relevant research issues within regional and national research frameworks.

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
- a description of the geology and topography of the area

- a description of the methodologies used
- a description of the findings
- 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 photographs of features
- a predictive model of surviving archaeological remains, where affected by development proposals, and assessment of their importance

the OASIS reference and summary form.

5.2. Draft and final reports

A draft digital copy of the report will be supplied to Suffolk County Council Archaeological Service 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 supplied to the Suffolk County Council Archaeological Service for deposition with the Suffolk Historic Environment Record.

A copy of the approved report will be uploaded to the OASIS database.

6. Timetable

Trial trenching is expected to take one working day to complete. This does not allow for delays caused by bad weather, but it does include time for site set-up and final backfilling of trenches.

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.

Post-excavation tasks and report writing will take a maximum of 4 weeks following the end of fieldwork, unless there are exceptional discoveries requiring more lengthy analysis.

7. Staffing and support

7.1. Fieldwork

The fieldwork team will be made up of the following staff:
1 x Project Manager (supervisory only, not based on site)
1 x Archaeological Supervisor (full-time)
1 x Archaeological Surveyor
1 x Finds Assistant (part-time, as required)
1 x Environmental Assistant (part-time, as required)

The Project Manager will be Matt Brudenell. Site work will be directed by one of OAE's Archaeological Supervisors.

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.

7.2. Post-excavation processing

We anticipate that the site may produce later prehistoric to medieval remains. Environmental remains will also be sampled.

Pottery will be assessed by Sarah Percival (prehistoric), Alice Lyons (Roman) and Dr Paul Spoerry (Saxon and medieval).

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 Heritage 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).

Faunal remains will be examined by Lena Strid (Oxford Archaeology South) or Ian Smith (Oxford Archaeology North).

Conservation will be undertaken by Colchester Museums.

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.

8. Other matters

8.1. Monitoring

During the excavation, representatives of the client, Oxford Archaeology East (Matt Brudenell) and Suffolk County Council Archaeological Service will meet on site to monitor the excavations, discuss progress and findings to date, and excavation strategies to be followed.

8.2. Insurance

OA East is covered by Public and Employer’s Liability Insurance. The underwriting company is Allianz Cornhill Insurance plc, policy number SZ/14939479/06. Details of the policy can be seen at the OA East office.

8.3. Chartered Institute for Archaeologists

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

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

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.

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.

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.

8.5. Site Security

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.

8.6. Access

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 OA East'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.

8.7. Site Preparation

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.

8.8. Site offices and welfare

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).

8.9. Backfilling/Reinstatement

Backfilling – but not reinstatement – of trenches is included in the cost unless otherwise agreed with the client. Backfilling will only take place with the approval of the Suffolk County Council Archaeological Service.

8.10. Monitoring

The Suffolk County Council Archaeological Service will be informed appropriately of dates and arrangements to allow for adequate monitoring of the works.

8.11. Health and Safety, Risk Assessments

A risk assessment covering all activities to be carried out during the lifetime of the project will be prepared before work commences.

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.

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.

APPENDIX: CONSULTANT SPECIALISTS

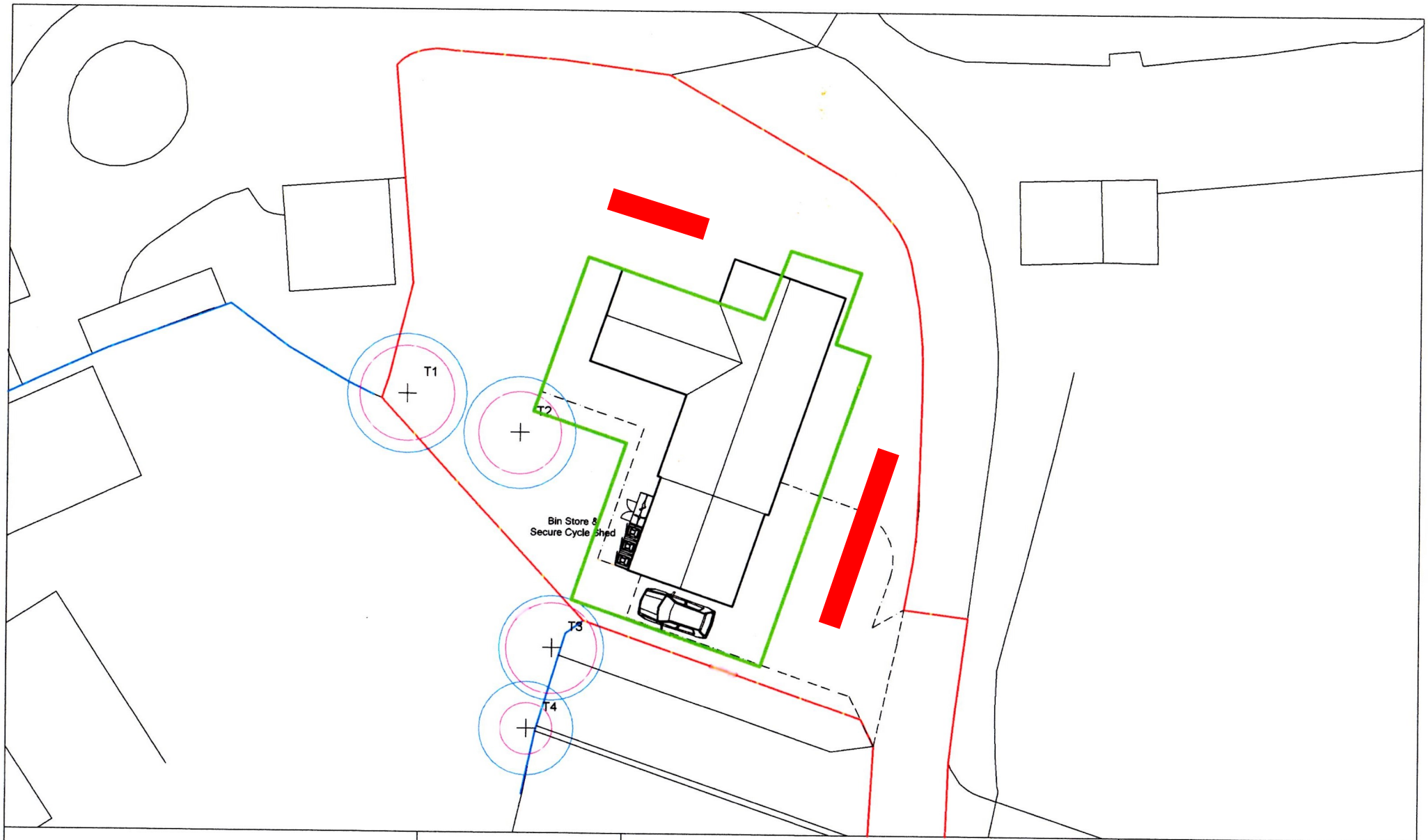
NAME	SPECIALISM	ORGANISATION
Allen, Leigh	Worked bone, CBM, medieval metalwork	Oxford Archaeology
Allen, Martin	Medieval coins	Fitzwilliam Museum
Anderson, Sue	HSR, pottery and CBM	Suffolk County Council
Bayliss, Alex	C14	English Heritage
Biddulph, Edward	Roman pottery	Oxford Archaeology
Bishop, Barry	Lithics	Freelance
Blinkhorn, Paul	Iron Age, Anglo-Saxon and medieval pottery	Freelance
Boardman, Sheila	Plant macrofossils, charcoal	Oxford Archaeology
Bonsall, Sandra	Plant macrofossils; pollen preparations	Oxford Archaeology
Booth, Paul	Roman pottery and coins	Oxford Archaeology
Boreham, Steve	Pollen and soils/ geology	Cambridge University
Brown, Lisa	Prehistoric pottery	Oxford Archaeology
Cane, Jon	illustration & reconstruction artist	Freelance
Champness, Carl	Snails, geoarchaeology	Oxford Archaeology
Cotter, John	Medieval/post-Medieval finds, pottery, CBM	Oxford Archaeology
Crummy, Nina	Small Find Assemblages	Freelance
Cowgill, Jane	Slag/metalworking residues	Freelance
Darrah, Richard	Wood technology	Freelance
Dickson, Anthony	Worked Flint	Oxford Archaeology
Donelly, Mike	Flint	Oxford Archaeology
Doonan, Roger	Slags, metallurgy	
Druce, Denise	Pollen, charred plants, charcoal/wood identification, sediment coring and interpretation	Oxford Archaeology
Drury, Paul	CBM (specialised)	Freelance
Evans, Jerry	Roman pottery	Freelance
Fletcher, Carole	Medieval pot, glass, small finds	Oxford Archaeology
Fosberry, Rachel	Charred plant remains	Oxford Archaeology
Fryer, Val	Molluscs/environmental	Freelance
Gale, Rowena	Charcoal ID	Freelance
Geake, Helen	Small finds	Freelance
Gleed-Owen, Chris	Herpetologist	
Goffin, Richenda	Post-Roman pottery, building materials, painted wall plaster	Suffolk CC
Hamilton-Dyer, Sheila	Fish and small animal bones	
Howard-Davis, Chris	Small finds, Mesolithic flint, RB coarse pottery,	Oxford Archaeology
Hunter, Kath	leather, wooden objects and wood technology; Archaeobotany (charred, waterlogged and mineralised plant remains)	Oxford Archaeology

NAME	SPECIALISM	ORGANISATION
Jones, Jenny	Conservation	ASUD, Durham University
King, David	Window glass & lead	
Locker, Alison	Fishbone	
Loe, Louise	Osteologist	Oxford Archaeology
Lyons, Alice	Late Iron Age/Roman pottery	Oxford Archaeology
Macaulay, Stephen	Roman pottery	Oxford Archaeology
Masters, Pete	geophysics	Cranfield University
Middleton, Paul	Phosphates/garden history	Peterborough Regional College
Mould, Quita	Ironwork, leather	
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 coins	Fitzwilliam Museum
Rackham, James	Faunal and plant remains, can arrange pollen analysis	
Riddler, Ian	Anglo-Saxon bone objects & related artefact types	Freelance
Robinson, Mark	Insects	
Rowland, Steve	Faunal and human bone	Oxford Archaeology
Rutherford, Mairead	Pollen, non-pollen palynomorphs, dinoflagellate cysts, diatoms	Oxford Archaeology
Samuels, Mark	Architectural stonework	Freelance
Scaife, Rob	Pollen	
Scott, Ian	Roman, Medieval, post-medieval finds, metalwork, glass	Oxford Archaeology
Sealey, Paul	Iron Age pottery	Freelance
Shafrey, Ruth	Worked stone, cbm	Oxford Archaeology
Smith, Ian	Animal Bone	Oxford Archaeology
Spoerry, Paul	Medieval pottery	Oxford Archaeology
Stafford, Liz	Snails	Oxford Archaeology
Strid, Lena	Animal bone	Oxford Archaeology
Tyers, Ian	Dendrochronology	
Ui Choileain, Zoe	Human bone	Oxford Archaeology
Vickers, Kim	Insects	Sheffield University
Wadeson, Stephen	Samian, Roman glass	Oxford Archaeology
Walker, Helen	Medieval Pottery in the Essex area	
Way, Twigs	Medieval landscape and garden history	Freelance
Webb, Helen	Osteologist	Oxford Archaeology
Willis, Steve	Iron Age pottery	

NAME	SPECIALISM	ORGANISATION
Young, Jane	Medieval Pottery in the Lincolnshire area	
Zant, John	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 Bartlett Clark Consultancy, Cranfield University, Stratascan and GSB (both part of the SUMO Group)



Notes:

0 5 10
Metres

Client: Mr Ian Johnson

Title: Proposed dwelling - Boyton Hall Farm, Anne Sucklings Lane, Haverhill, CB9 7TA

Date: 22.9.14 | Scale: 1:200 @ A3 | Drawing ref. H - BHF- 1.1

Webster Associates
Chartered Town Planners
3 Spaldwick Road
Stow Longa
Huntingdon
Cambs.
PE28 0TL
Tel: 01480 860862

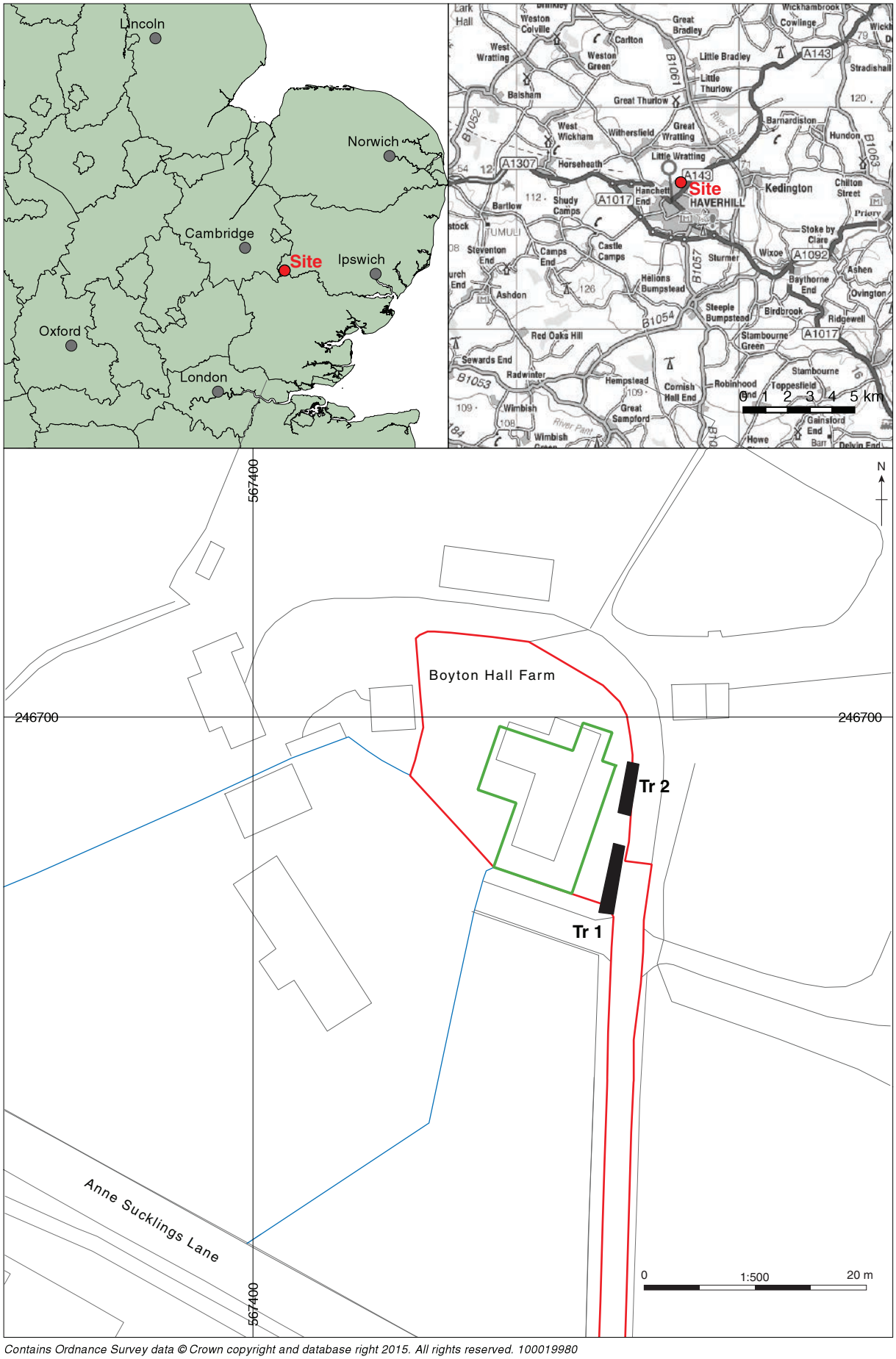


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Figure 1: Site location showing archaeological trenches (black) in development area (red)

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Figure 2: Development area showing location of trenches. Scale 1:250

Plate 2: Trench 2, looking north

Plate 1: Trench 1, looking north

Head Office/Registered Office/ OA South

Janus House
Osney Mead
Oxford OX2 0ES

t: +44 (0) 1865 263 800
f: +44 (0) 1865 793 496
e: info@oxfordarchaeology.com
w: http://oxfordarchaeology.com

OA North

Mill 3
Moor Lane
Lancaster LA1 1QD

t: +44 (0) 1524 541 000
f: +44 (0) 1524 848 606
e: oanorth@oxfordarchaeology.com
w: http://oxfordarchaeology.com

OA East

15 Trafalgar Way
Bar Hill
Cambridgeshire
CB23 8SQ

t: +44 (0) 1223 850500
e: oaeast@oxfordarchaeology.com
w: http://oxfordarchaeology.com

Director: Gill Hey, BA PhD FSA MCIFA
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