

**Archaeological evaluation
on land adjacent to 20 Darnet Road,
Tollesbury, Essex**

June 2013



**commissioned by Mr Sam Rabin
on behalf of Mr E Coates**

report prepared by Ben Holloway

Planning reference: MAL/00647/12

CAT project ref.: 13/06a

HET Project ref: TODR13

NGR: TL 9638 1025

Colchester and Ipswich Museum accession code: 2013.33



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CAT Report 712

July 2013

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1 Summary

The evaluation by four trenches of a site on the eastern edge of Tollesbury revealed no significant archaeological remains.



Plate 1: site location (red dot) in relation to Tollesbury village

2 Introduction (Fig 1)

This is the archive report on the archaeological evaluation carried out on land adjacent to 20 Darnet Road, Tollesbury, Essex.

The site is currently open ground consisting of grass and shrubs recently used in for horticulture. Proposed work is the construction of four new houses and associated infrastructure. The site is centred at NGR TL 9638 1025 (centre)

The Essex County Council Historic Environment Team (HET) was consulted by Maldon District Council in relation to planning application MAL/00647/12. In response to consultation, HET made the following recommendation, in line with advice given in the *National Planning Policy Framework* (DCLG 2012):

" L2 Implementation of Archaeological Fieldwork Programme

No development including any site clearance or groundworks of any kind shall take place within the site until the applicant or their agents; the owner of the site or successors in title has secured the implementation of a programme of archaeological work from an accredited archaeological contractor in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority. The development shall be carried out in a manner that accommodates the approved programme of archaeological work."

A brief detailing the required archaeological work (an evaluation by trial trenching, and excavation) was written by the HET officer (Maria Medlycott: HET 2013). On behalf Mr Edward Coates, Mr Sam Rabin of 3bd architecture and design commissioned Colchester Archaeological Trust (CAT) to carry out the work, which it did in accordance with a WSI (Written Scheme of Investigation, produced by CAT and agreed with HET: CAT 2013) on June 24th 2013. Post-excavation work was carried out in June and July 2013. In addition to the WSI, all fieldwork and reporting was done in accordance with CAT 2012, IfA 2008a, IfA 2008b, EAA 14, and EAA 24.

3 Archaeological and historical background

The following archaeological background utilises the Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford.

The proposed development site lies on the eastern edge of Tollesbury's historic core. A post-medieval kiln is sited immediately east of the site (reference Essex Historic Environment Record 11561) and the route of the former 'Crab and Winkle' Tollesbury Light Railway crosses the site. The proposed development site therefore has considerable potential for significant surviving archaeological deposits dating from the post-medieval and earlier periods. The history and archaeology of the parish is summarised in Medlycott 2004.

4 Aim

The aim of the evaluation was to record and establish the character, extent, date, significance and condition of any remains likely to be disturbed by the proposed works.

5 Results (Figs 1-3)

This section gives an archaeological summary of the evaluation trenches (T1-T4), with context and finds dating information.

The evaluation trenches were excavated under archaeological supervision using a tracked excavator. Two layers were removed: a thin modern topsoil 200mm thick (L1), which sealed L2 - a 250-300mm thick modern silt/clay dump containing substantial deposits of modern builders debris (brick, concrete, plastic, etc). L2 sealed a 100mm-thick buried topsoil (L3), which in turn sealed natural boulder clay with occasional patches of gravel (L4).



Plate 2: representative section of T1



Plate 3: representative section of T4 and modern pit F1

The requirements of the Brief and WSI were met by cutting four trenches, one down the spine of each proposed house plot. The location of the trenches can be seen on Fig 1. Trenches 1-3 revealed no archaeological features. In T4, one archaeological feature was revealed: a modern pit F1. The only difference in the stratigraphy was the absence of L2 in T1. Here, L1 sealed L3.

Trench 4: Context and dating

Context	Description	Date
F1	Pit	Modern

6 Finds

Modern brick fragments, concrete, plastic and metal were seen in L2 and in the fill of modern pit F1, but were not retained.

7 Discussion

Four trenches in a site on the eastern edge of Tollesbury revealed no significant archaeological remains, the only feature being a modern pit.

There was no evidence relating to the post-medieval kiln sited immediately east of the site (EHER 11561) or of the former route of the 'Crab and Winkle' Tollesbury Light Railway.

8 Acknowledgements

CAT would like to thank Mr Sam Rabin of 3bd architecture and design for commissioning the work on behalf of Mr E Coates. The project was managed by BH, and the fieldwork was carried out by BH and Mark Baister. The project was monitored for the ECC HET team by Maria Medlycott.

9 References

- CAT 2012 *Policies and procedures*
- CAT 2013 *Written Scheme of Investigation for archaeological trial trenching on land adjacent to 20 Darnet Road, Tollesbury, Essex*
- DCLG 2012 *National Planning Policy Framework*. Department of Communities and Local Government.
- EAA 14 2003 *Standards for field archaeology in the East of England*. East Anglian Archaeology Occasional Paper 14, by David Gurney (editor)
- EAA 24 2011 *Research and archaeology revisited: A revised framework for the East of England*, East Anglian Archaeology Occasional Paper 24, by Maria Medlycott (editor)
- HET 2013 *Archaeological Investigation on land adjacent to 20 Darnet Road Tollesbury*. Essex County Council Brief (by Maria Medlycott)
- IfA 2008a *Standard and guidance for archaeological field evaluation*
- IfA 2008b *Standard and guidance for the collection, documentation, conservation and research of archaeological materials*
- Medlycott, M 2007 *Tollesbury Historic Settlement Assessment*, ECC Internal Rep.

10 Abbreviations and glossary

context	specific location of finds on an archaeological site
EHER	Essex Historic Environment Record, held by Essex County Council
feature	an identifiable thing like a pit, a wall, a floor; can contain 'contexts'
fill	the soil filling up a hole such as a pit or ditch
natural	geological deposit undisturbed by human activity
Roman	the period from AD 43 to around AD 430

11 Archive deposition

The paper and digital archive is currently held by the Colchester Archaeological Trust at Roman Circus House, Circular Road North, Colchester, Essex CO2 7GZ, but will be permanently deposited with Colchester and Ipswich Museum under accession code COLEM 2013.27.

12 Contents of archive

Finds

No finds

Paper archive

1 A4 paper wallet containing
this report (CAT Report 713)
original site record (feature, layer, and finds sheets)
HET Brief, CAT WSI
Digital photo log
Sundry papers

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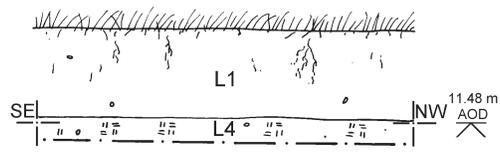
ECC Brief

CAT WSI

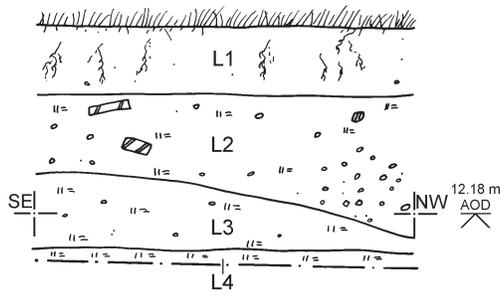


Fig 1 Site plan

T1



T3



-  sand
-  small stones
-  large stones
-  clay
-  post-Roman brick and tile
-  roots



Fig 2 T1 and T3 representative sections

**Essex Historic Environment Record/
Essex Archaeology and History
Summary sheet**

Address: 20 Darnet Road, Tollesbury, Essex	
Parish: Tollesbury	District: Maldon
NGR: NGR TL 9638 1025 (centre)	Site code: CAT project code – 13/06a HET Project code – TODR13
Type of work: Evaluation	Site director/group: Colchester Archaeological Trust
Date of work: 24th June 2013	Size of area investigated: Four trenches totalling 36m long and 1.8m wide
Location of curating museum: Colchester and Ipswich Museum accession code : 2013.33	Funding source: Developer
Further seasons anticipated? No	Related EHER number: 11561
Final report: CAT Report 712	
Periods represented: modern	
Summary of fieldwork results: <i>The evaluation by four trenches of a site on the eastern edge of Tollesbury revealed no significant archaeological remains.</i>	
Previous summaries/reports: -	
HET monitor: Maria Medlycott	
Keywords:	Significance: none
Author of summary: Ben Holloway and Howard Brooks	Date of summary: July 2013

**ARCHAEOLOGICAL INVESTIGATION
ON LAND ADJACENT TO
20 DARNET ROAD, TOLLESBURY**

MAL/00647/12

March 2013



Essex County Council

Site: Land adjacent 20 Darnet road, Tollesbury

Agent: Sam Rabin sam.rabin@3bd.co.uk

HEM Officer: Maria Medlycott (01245-437641)

Museum: Colchester (01206 828890)

This archaeological brief is only valid for six months. After this period the Historic Environment Officer of Place Services, Essex County Council should be contacted to assess whether changes are required. Any written scheme of investigation resulting from this brief shall only be considered for the same period.

*The archaeological contractor is advised to visit the site before completing their **written scheme of investigation (WSI)** as there may be implications for accurately costing the project.*

1. Introduction

The Historic Environment Officer of Place Services, Essex County Council has prepared this brief for archaeological trial trenching and potential excavation on the above site. The proposed development lies within an area of known archaeological potential of post-medieval date. The archaeological trial trenching is designed to identify the extent and importance of surviving archaeological deposits and any further excavation required to mitigate the potentially destructive effects of development on site.

2. Site Location and Description

The proposed development comprises the construction of one five-bedroom house and three four-bedroomed house. The development area is on the eastern outskirts of the historic settlement of Tollesbury (TL96381025).

3. Planning Background

A planning application for the development of the site was submitted in August 2012. Given the archaeological potential of the site the Historic Environment Officer recommended that the application required an archaeological condition to record any archaeological deposits threatened by the proposal. This advice follows the guidance given in the National Planning Policy Framework, with the condition stating:

L1 Archaeological Assessment

No development including any site clearance or groundworks of any kind shall take place within the site until the applicant or their agents; the owner of the site or successors in title has submitted an archaeological assessment by an accredited archaeological consultant to establish the archaeological significance of the site. Such archaeological assessment shall be approved by the local planning authority and will inform the implementation of a programme of archaeological work. The development shall be carried out in a manner that accommodates such approved programme of archaeological work.

L2 Implementation of Archaeological Fieldwork Programme

No development including any site clearance or groundworks of any kind shall take place within the site until the applicant or their agents; the owner of the site or successors in title has secured the implementation of a programme of archaeological work from an accredited archaeological contractor in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority. The development shall be carried out in a manner that accommodates the approved programme of archaeological work.

4. Archaeological Background

The following archaeological background utilises the Essex Historic Environment Record (HER) held at Essex County Council, County Hall, Chelmsford. Prospective contractors can visit the HER prior to the completion of any written scheme of investigation.

The Essex Historic Environment Record (EHER) records a post-medieval kiln (what type is not known) sited immediately to the east of the development area (EHER 11561) and the route of the former 'Crab and Winkle' Tollesbury Light Railway crosses the proposed development area. The site therefore has potential for surviving archaeological remains of post-medieval and earlier date.

5. Requirement for Work

The first phase of archaeological work will consist of trial-trenching the development area, comprising a single long trench down the spine of all four houses. The trench should be a single bucket width (1.8m) wide. The trial-trenching will form the first phase of the archaeological work. If archaeological features are uncovered the trenches will be opened out to encompass the area of development or extent of the archaeology (whichever is the smaller), following on site discussions between the Historic Environment Officer (on behalf of Maldon District Council), the applicant and the applicant's contracting archaeologist. All features and finds uncovered will be planned and excavated.

6. General Methodology

- 6.1 A professional team of field archaeologists shall undertake the trial trenching. The number of staff involved and the structure of the team shall be stated in the written scheme of investigation. Notification of the supervisor/project manager's name for the project shall be provided to the Historic Environment Officer one week in advance of commencement of work.
- 6.2 A provisional timetable for the work shall be given in the written scheme of investigation.
- 6.3 The archaeological contractor is expected to follow the Code of Conduct of the Institute of Field Archaeologists.
- 6.4 The contractor shall ensure detailed study of all mains' service locations and avoid damage to these.
- 6.5 All Health and Safety guidelines must be followed on site.
- 6.6 A meeting shall be held on site once the trenches are open, with a summary sheet completed by the contractor assessing the results and an overall site plan. The meeting will define requirements for extra work if necessary.
- 6.7 At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> must be initiated and key fields completed on Details, Location and Creators forms

7. Trial Trenching Methodology

- 7.1 Machine stripping shall be undertaken to an agreed standard, using a toothless ditching bucket, and under the supervision and to the satisfaction of a professional archaeologist. The exposed sub-soil or archaeological horizon will be cleaned by hand immediately after machine stripping, if required and any archaeological deposits or negative features planned.
- 7.2 Machine stripping will only be undertaken to the top of the archaeological horizon unless agreement is obtained from the Historic Environment officer to deepen the trenches by this method.
- 7.3 The contractor shall provide details of the site surveying, excavation and finds recovery policy in the written scheme of investigation. The site grid shall be tied into the National Grid.
- 7.4 Details of the site planning policy shall be given in the written scheme of investigation. The normal preferred policy for the scale of archaeological site plans is 1:20 and sections at 1:10, unless circumstances indicate that other scales would be more appropriate.
- 7.5 The contractor shall provide details of the sampling strategies for retrieving artefacts, biological remains (for palaeoenvironmental and palaeoeconomic investigations), and samples of sediments and/or soils (for micromorphological and other pedological/sedimentological analyses). Advice on the appropriateness of the proposed strategies will be sought from the English Heritage Regional Adviser in Archaeological Science (East of England).
- 7.6 Should human remains be discovered the coroner will be informed and a licence from the Home Office sought immediately; both the client and the monitoring officer will also be informed.
- 7.7 Details of the site photographic policy shall be given in the written scheme of investigation. The photographic record shall include both general and feature specific photographs, a photographic scale (including north arrow) shall be included in the case of detailed photographs. The photographic record shall be accompanied by a photographic register detailing as a minimum feature number, location, and direction of shot.
- 7.8 The site and spoil heaps shall be checked by metal detector, with any finds recovered.
- 7.9 The IFA's Standards and Guidance for Archaeological Field Evaluations, and excavations and the EAA Standards for Field Archaeology in the Eastern Region document should be used for additional guidance in the production of the written scheme of investigation, the content of the report, and the general execution of the project.

8. Further Excavation

- 8.1 Following excavation of the trial-trenches, a site plan will be prepared, together with a one page summary of the site results including spot-dating of finds.
- 8.2 This will form the basis of information for an on-site meeting between the Historic Environment monitoring officer (on behalf of Maldon District Council), the supervisor of the archaeological contracting team and the developer or developer's agent to establish the extent and scope of any further archaeological work required. This may include the full excavation of the total building footprint and of any associated services or other groundworks.
- 8.3 If further fieldwork is required a second brief will be issued from this office.

9. Finds

- 9.1 All finds, where appropriate, shall be washed.
- 9.2 All pottery and other finds where appropriate, shall be marked with the site code and context number.
- 9.3 The written scheme of investigation shall include an agreed list of specialist consultants, who might be required to conserve and/or report on finds, and advise or report on other aspects of the investigation.
- 9.4 The requirements for conservation and storage shall be agreed with the appropriate museum (Colchester) prior to the start of work, and confirmed in writing to the Historic Environment Officer.

10. Results

- 10.1 Should the investigation not proceed beyond initial trenching then the report shall be submitted within 1 month from the end of the fieldwork, with a copy supplied to the Historic Environment Officer as a full digital copy as a single .pdf. Alternatively a period of 4 months will be identified to submit any excavation report.
- 10.2 This report must contain:
 - The aims and methods adopted in the course of the trenching.
 - Location plan of excavated areas and/or other fieldwork in relation to the proposed development. At least two corners of each of the areas or trenches shall be given 10 figure grid references.
 - A section/s drawing showing depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale.
 - Methodology and detailed results including a suitable conclusion and discussion. Where appropriate the discussion should be completed in consultation with the Eastern Counties Research Agenda and Strategy (Brown and Glazebrook 2000, Medlycott 2011) and the Tollesbury Historic Settlement Assessment Report (Medlycott 2007).
 - All specialist reports
 - A concise non-technical summary of the project results.
- 10.3 An EHER summary sheet shall also be completed within four weeks (copy attached with brief) and supplied to the Historic Environment Officer. This will be completed in digital form (copy can be emailed). This shall include a plan showing the position of the excavation.
- 10.4 Publication of the results (including any further analysis of finds from the evaluation stage) at least to a summary level (i.e. round up of archaeology in Essex in *Essex Archaeology and History*) shall be undertaken in the year following the archaeological field work. An allowance shall be made within the costs for full publication in an appropriate journal.

11. Archive Deposition

- 11.1 The requirements for archive storage shall be agreed with the appropriate museum (Colchester), and confirmed to the Historic Environment Officer.
- 11.2 If the finds are to remain with the landowner a full copy of the archive shall be housed with the appropriate museum.
- 11.3 The full archive shall be deposited with the appropriate museum within 1 month of the completion of the report and confirmed with the Historic Environment Officer.

11.4 A summary of the contents of the archive shall be supplied to the Historic Environment Officer at the time of deposition to the museum.

12. Monitoring

12.1 The Historic Environment Officer of Place Services, Essex County Council will be responsible for monitoring progress and standards throughout the project. This will include the fieldwork, post-excavation and publication stages.

12.2 Notification of the start of work shall be given to the Historic Environment Officer one week in advance of its commencement.

12.3 Any variations of the written scheme of investigation shall be agreed with the Historic Environment Officer prior to them being carried out.

13. Contractors Written Scheme of Investigation

13.1 In accordance with Standards and Guidance produced by the IFA this design brief should not be considered sufficient to enable the total execution of the project. A WSI is required therefore in order to provide *the basis for a measurable standard* and for submission by the developer to the Local Planning Authority for approval.

13.2 Archaeological contractors shall forward a written scheme of investigation to the Historic environment Officer, Place Services, Essex County Council for validation **before** any work is undertaken on site. This validation is undertaken on behalf of the Planning Authority.

13.3 The involvement of the Historic Environment Officer shall be acknowledged in any report or publication generated by this project.

References

Brown, N. and Glazebrook, J. 2000 *Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy* East Anglian. Archaeol. Occ. Pap. 8

Gurney, D. 2003 *Standards for Field Archaeology in the East of England* East Anglian. Archaeol. Occ. Pap. 14

Medlycott, M. 2007 *Tollesbury Historic Settlement Assessment*, ECC Internal Rep.

Medlycott, M. (ed.) 2011 *Research and Archaeology Revisited: a revised framework for the East of England*, East Anglian Archaeol. Occ. Pap. 24

For further information regarding the content of this brief and as part of our desire to provide a quality service, we would welcome any comments you may have on the content and presentation of this archaeological brief. Please address them to the author at the address below.

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**Written Scheme of Investigation for
Archaeological trial trenching on
Land Adjacent to
20 Darnet Road,
Tollesbury,
Essex**

MAL/00647/12
NGR: TL 9638 1025 (centre)

June 2013



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1 Introduction

This is a Written Scheme of Investigation (WSI) for archaeological investigation by trial trenching at Land adjacent to 20 Darnet Road, Tollesbury, Essex.

The site is currently an area of open ground consisting of grass and shrubs. The proposed development works involve the construction of four new dwellings and associated driveway and infrastructure.

The site lies on the east side of Darnet Road, in the southern part of Tollesbury centred on NGR TL 9638 1025.

The trial trenching is required to establish the character, extent, date, significance and condition of any archaeological remains and deposits likely to be affected by ground works associated with the development.

This WSI sets out proposals for the trial trenching, the results of which will lead to subsequent post-excavation work and the production of archive and (if necessary) publication texts. Should significant deposits be revealed in the trenching further archaeological works may be required (see section 7).

Any variations to this WSI will be agreed beforehand with Essex County Council's Historic Environment Team.

2 Archaeological background

This section is based on records held by The Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford.

The proposed development site lies on the southern edge of the Tollesbury historic settlement. A post-medieval kiln is sited to the immediate east of the development area (EHER 11561) and the route of the former 'Crab and Winkle' Tollesbury Light Railway crosses the proposed development area.

The proposed development site therefore has considerable potential for significant surviving archaeological deposits dating from the post-medieval and earlier periods.

The history and archaeology of the parish is summarised in Medlycott (2004).

3 Aim

The aim of the evaluation is to establish the character, extent, date, significance and condition of any archaeological remains and deposits likely to be affected by ground works associated with the development. Specific attention shall be paid to the potential for archaeology mentioned in section 2 above.

4 General Methodology

All works will be undertaken by professional archaeologist(s) employed by CAT. The field officer(s) will have a level of experience appropriate to the work.

Prior to excavation, CAT will seek information about existing service locations from the developer.

All the latest Health and Safety guidelines will be followed on site. CAT has a standard Health and Safety policy, which will be adhered to (CAT 2012).

A site code will be obtained from The Historic Environment Team. All codes will be quoted in any reports arising from the work.

For purposes of deposition of the archive, a museum accession code will be obtained through Colchester and Ipswich Museum. All codes will be quoted in any reports arising from the work.

The relevant document of the Institute for Archaeologists (IfA) will be followed, i.e. *Standard and guidance for archaeological field evaluation (2008a)*, including its 'Code of Conduct'. Other guidelines followed are those published in EAA 3, EAA 8, EAA 14 and EAA 24

At the start of the work an OASIS online record will be initiated. Key fields will be completed on Details, Location and Creators forms.

5 Trial trenching methodology

An evaluation trench measuring 10m x 1.8m will be excavated in the footprint of each of the proposed new builds (40m in total). The trench positions are shown on the attached figure. Further excavation may be required should significant features/deposits be identified which cannot be preserved *in situ*. A decision will be made regarding further excavation by the Historic Environment Team officer (see Section 7).

A mechanical excavator equipped with a toothless bucket will progressively strip the topsoil down to the uppermost surviving level of archaeological significance. All further investigation will be carried out by hand to an extent necessary to achieve the aims set out in section 3. This includes a 50% sample of discrete features (pits etc) and 10% of linear features (ditches etc).

Fast excavation techniques involving (for instance) picks, forks and mattocks will not be used on complex stratigraphy.

Individual records of excavated contexts, layers, features or deposits will be entered on CAT pro-forma record sheets. Registers will be compiled of finds and samples.

The normal recording scale will be feature plans at 1:20 and sections at 1:10.

A metal detector will be used to check spoil heaps and any suitable strata, and the finds recovered. This will not normally be done on demonstrably modern strata.

The photographic record will consist of general site shots, and shots of all archaeological features and deposits. Standard 'record' shots of contexts will be taken on a digital camera. Colour transparencies will be used for overall site shots and all important contexts.

The site boundary and features and site levels will be tied into Ordnance Datum.

The policy for environmental sampling will be as follows; any features, which appear to be organically rich, should be sampled, but only if they can be dated. If advice is required Helen Chapel the English Heritage regional science advisor will be consulted.

6 Finds

Environmental sampling policy. CAT has an arrangement with Val Fryer whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course, but only if they are datable. Any processing and reporting will be done by Val Fryer. If any complex or outstanding deposits are encountered VF will be asked onto site to advise. Helen Chapel of EH is available for further advice.

The policy with regard to human remains depends on how old they are. If it is clear, from their position, context, depth, or other factors that the remains are ancient, then normal procedure is to apply to the Department of Justice for a licence to remove them. In that case, conditions laid down by the license will be followed. If it seems that the remains are not ancient, then the coroner, the client, and Historic Environment Team officer will be informed, and any advice and/or instruction from the coroner will be followed. **Note: As the relevant legislation is currently in a state of flux, advice will be sought from The Historic Environment Team and DoJ on best practice.**

All finds of archaeological relevance will be retained. Policies for later disposal of any finds will be agreed with Historic Environment Team officer and the site owner.

All finds, where appropriate, will be washed.

A policy of marking for pottery and other finds will be agreed with Colchester and Ipswich Museum. Marking will include the site code and context number.

The site archive will be presented to Colchester and Ipswich Museum in accordance with their requirements

All finds of potential treasure will be removed to a safe place, and the coroner informed immediately, in accordance with the rules of the Treasure Act 1996. The definition of treasure is given in pages 3-5 of the Code of Practice of the above act. This refers primarily to gold or silver objects.

Finds work will be to accepted professional standards as presented in *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (IfA 2008b).

A list of specialists available for consultation is given at the end of this WSI.

7 Results

Notification will be given to Historic Environment officer when the fieldwork has been completed. The trial trenching will be followed by a single page summary report, which will either lead to further archaeological work in accordance with a further brief and WSI, or to the production of a report on the trial trenching alone.

An appropriate archive will be prepared to minimum acceptable standards outlined in *Management of Research Projects in the Historic Environment* (MoRPHE English Heritage 2006) will be submitted to the Historic Environment officer within a length of time not exceeding 1 month from the end of fieldwork, with one copy supplied to EHER (with a digital copy) and one to Colchester and Ipswich Museum with the archive.

This report will include:

- The aims and methods adopted in the course of the evaluation.
- Location plan of the evaluation trench area, with 10-figure grid references at two points.
- A section drawing showing the depth of deposits including present ground level.
- The evaluation methodology and results with a suitable conclusion and discussion.
- All specialist reports and assessments. Recommendations for further work will be kept separate from the results.
- A concise non-technical summary of the project results.

If, after discussion with Historic Environment officer, the results are considered worthy of publication, a report (at least at a summary level) will be submitted to *Essex Archaeology and History*. An Oasis online form will be completed for submission to the EHER, which will include an uploaded .pdf version of the report.

8 Archive deposition

The full archive will be deposited at Colchester and Ipswich Museum within 1 month of completion of final publication report on the project, and confirmed to Historic Environment Team. All requirements for archive storage as required by Colchester and Ipswich Museum.

Finds (and other retained materials) will be bagged and boxed in the manner recommended by Colchester and Ipswich Museum.

Plans will be presented on hanging strips to fit Colchester and Ipswich Museum storage systems.

The photographic archive is to be presented as follows: original digital data on disk and hard copies of selected digital photos on high-quality paper, or as otherwise requested by Colchester and Ipswich Museum.

A summary of the contents of the archive shall be supplied to Historic Environment officer at the time of deposition at the museum.

9 **Monitoring**

The Historic Environment Team will be responsible for monitoring progress and standards throughout the project, and will be kept regularly informed during fieldwork, post-excavation and publication stages.

Notification of the start of work will be given to Historic Environment Team one week in advance of its commencement.

Any variations of the WSI shall be agreed with Historic Environment Team officer in writing prior to them being carried out.

Historic Environment Team will be notified when the fieldwork is complete. The involvement of Historic Environment Team shall be acknowledged in any report or publication generated by this project.

10 **References**

- | | | |
|---------------------------------|-------|--|
| Brown, N and Glazebrook, J. | 2000 | <i>Research and Archaeology: a frame work for the Eastern Counties 2 Research agenda and strategy</i> , East Anglian Archaeological, occasional papers 8 (EAA8) |
| Colchester Archaeological Trust | 2012 | <i>Policies and procedures.</i> |
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APPENDIX: TEAM STRUCTURE

List of team members

Site supervision and Recording

Ben Holloway

Assistants

TBC

Finds consultants

Stephen Benfield (CAT): LIA/Roman pottery, Roman and later CBM, Saxon and Med pottery

Hazel Martingell (Braintree): Lithics

Joanna Bird (Guildford): samian ware

Dr Hilary Cool (Nottingham): Roman glass

Nina Crummy (Colchester): small finds, coins

Julie Curl (Sylvanus): Human/animal bone

Val Fryer (UEA/Loddon): environmental

Valerie Rigby (British Museum): LIA ceramics

Dr Paul Sealey (Colchester Museums): Roman amphoras, prehistoric & Roman pottery

Graphics

E Holloway, G Adams

Report writing

Ben Holloway

Senior Site Staff

Ben Holloway BSc AIFA

Ben joined CAT staff in June 2000, a graduate in Archaeology from Bournemouth University. Ben has conducted fieldwork in Scotland and the Isle of Man. Since joining the Trust Ben has carried out extensive work in Colchester at various supervisory and project positions including evaluations and excavations at Colchester Garrison PFI (including the circus), St Marys Hospital and Colchester 6th Form College. His work in Essex includes the Sandon Park and Ride Site, Skyline 120 Business Park at Great Notley, Dry Street, Basildon and the Stanhope industrial park Stanford-le-hope.

Finds Specialists

Stephen Benfield BA, Cert Archaeol (Oxon) (CAT) Late Iron Age and Roman pottery

Steve's first involvement with Colchester archaeology was in 1985, working on a Manpower Services Commission sponsored project to assist in processing the enormous collection of Roman pottery from excavations in the town. He graduated from Reading University with a degree in archaeology and subsequently studied for his post-graduate Certificate in Archaeology at Oxford. Returning to CAT, he has since worked on many CAT projects at various supervisory and directorial positions, including the major projects at Stanway Iron Age burial site and Gosbecks Roman temple/theatre complex. Stephen has also, through much hands-on experience, built up a considerable working knowledge of LIA and Roman ceramics. He now completes ceramic assessments and full reports for CAT, drawing on the unrivalled catalogues provided by the standard Colchester works *Camulodunum* (Hawkes & Hull 1947), *Roman Colchester* (Hull 1958) and now *CAR 10*, and by examining the fabric series held at CAT headquarters.

Joanna Bird FSA (Guildford) Samian

Joanna is one of the country's top samian specialists. Among her large corpus of work is a contribution to the publication *Colchester Archaeological Report 10: Roman pottery from excavations in Colchester 1971-1986*.

Howard Brooks BA, MIFA (CAT) Medieval and Post-Medieval pottery

Howard's involvement in Essex archaeology goes back to 1970 when he dug at Sheepen, Colchester with Rosalind Dunnett (now Niblett). He studied archaeology at the University of Wales, and graduated in 1975. He worked for Colchester Archaeological Trust between 1976 and 1981, and again in 1985, where he was involved at various levels of responsibility (up to Co-Director) in the excavation of deeply stratified urban remains in Roman Colchester and suburbs (*Colchester Archaeological Report 3* [1994]). Between 1986 and 1991 he worked for Essex County Archaeology Section, first in directing the fieldwalking and excavation project at Stansted Airport (*East Anglian Archaeology 107*, 2004), and then in Development Control. Howard then left ECC to set up and run HBAS, the county's smallest contracting team, in which capacity he carried out over twenty field projects and wrote a dozen consultancy reports. He rejoined CAT in 1997. He regularly contributes to *Essex Archaeology & History*, and teaches University evening classes on archaeology.

Dr Hilary Cool FSA MIFA (Nottingham) Roman glass

Another graduate of the University of Wales, Hilary is now a freelance glass and finds specialist, and has written many reports on glass from Colchester sites, including contributions to *Colchester Archaeological Report 6: Excavations at Culver Street, the Gilbert School, and other sites in Colchester 1971-85*, and *Colchester Archaeological Report 9: Excavations on Roman and later cemeteries, churches and monastic sites in Colchester 1971-88* (1993). Among her major works is the internationally selling *Colchester Archaeological Report 8: Roman vessel glass from excavations in Colchester 1971-85*.

Nina Crummy FSA (Colchester) Small finds

Nina first worked in the early 1970s as finds assistant on the major urban excavations in Colchester for the Colchester Excavation Committee (later the Trust). Over the next twenty years she built up an unrivalled working knowledge of small finds of all types. She has collaborated in most of the *Colchester Archaeological Reports*, and was principal author of the best-selling *Colchester Archaeological Reports 2* (Roman small finds), 4 (*The coins from excavations in Colchester 1971-9*) and 5 (*The post-Roman small finds from excavations in Colchester 1971-85*). She recently worked for the Museum of London, and was instrumental in the recent transfer of and the massive improvement in accessibility to archaeological archives in London. She now works freelance on small finds reports for CAT, HBAS, and other bodies including Winchester Excavation Committee.

Julie Curl AIFA (Sylvanus: Archaeological, Natural History and Illustration Services) Human and Animal Bone

Julie has over 16 years of experience in archaeology and in particular finds for the Norfolk Archaeological Unit and Norfolk Museums Service. Currently working as a freelance specialist

in both human and animal bone and illustration. She has been producing faunal and Human remains reports for many years and produces assessment and analysis reports for clients across the East Anglian region. She has her own extensive bone reference collection built up over many years. Her particular interests in faunal remains are animal husbandry and pathologies. She has also worked as a conservator, particularly on Pleistocene vertebrates and a wide variety of archaeology and natural history projects at the Norwich Castle Museum. Julie is also an extra-mural lecturer with the University of East Anglia, teaching Animal bones in Archaeology.

Val Fryer (Norfolk) Environmental Archaeologist BA, MIFA

Val has fifteen years experience in environmental archaeology, working for English Heritage, County Units and independent archaeological bodies across the United Kingdom and Southern Ireland. She has published reports in East Anglian Archaeology (including occasional papers), Proceedings of the Prehistoric Society, Medieval Archaeology and Norfolk Archaeology. Specialist work for various police authorities across England and Northern Ireland. Val is a Member of the Institute of Field Archaeologists with special accreditation for environmental archaeology and she is also a Member of the Association of Environmental Archaeologists.

Valerie Rigby (Hertfordshire) LIA ceramics

Formerly working for the British Museum, Val is one of the country's leading authorities on later prehistoric ceramics in general, and traded wares in particular. She has published widely. Her major works include *Baldock: the excavation of a Roman and pre-Roman settlement, 1968-72* (*Britannia Monograph Series 7*, with Ian Stead). On a more local level, she has contributed to the magisterial *Colchester Archaeological Report 10: Roman pottery from excavations in Colchester 1971-88*, and to Ros Niblett's *Sheepen: an early Roman industrial site at Camulodunum* (CBA Research Report 57, 1985).

Patricia Ryan (Chelmsford) Medieval and later brick and tile

Pat has for many years been examining excavated collections of brick and tile from Essex sites, and contributing reports which are usually consigned to the gloomier parts of archive reports, or as footnotes in published texts. Her regular contributions to *Essex Archaeology & History*, therefore, under-represent the devoted study which Pat has put in over the years. Nobody knows more about local brick and tile, except for David Andrews, with whom she collaborated on significant sections of *Cressing Temple: A Templar and Hospitaller Manor in Essex* (1993).

Dr Paul Sealey (Colchester Museum) Amphoras

Paul has worked at Colchester Museum since the late 1970s. His PhD specialism was Roman amphoras, a topic on which he writes specialist reports. His main areas of interest are prehistory and the Roman period, and he has developed a familiarity with those periods and their ceramics. He has published widely. His major works include *Amphoras from the 1970 excavations at Colchester Sheepen* (BAR 142, 1985), contributions to Ros Niblett's *Sheepen: an early Roman industrial site at Camulodunum* (CBA Res Rep 57, 1985). He regularly contributes to *Essex Archaeology & History*.

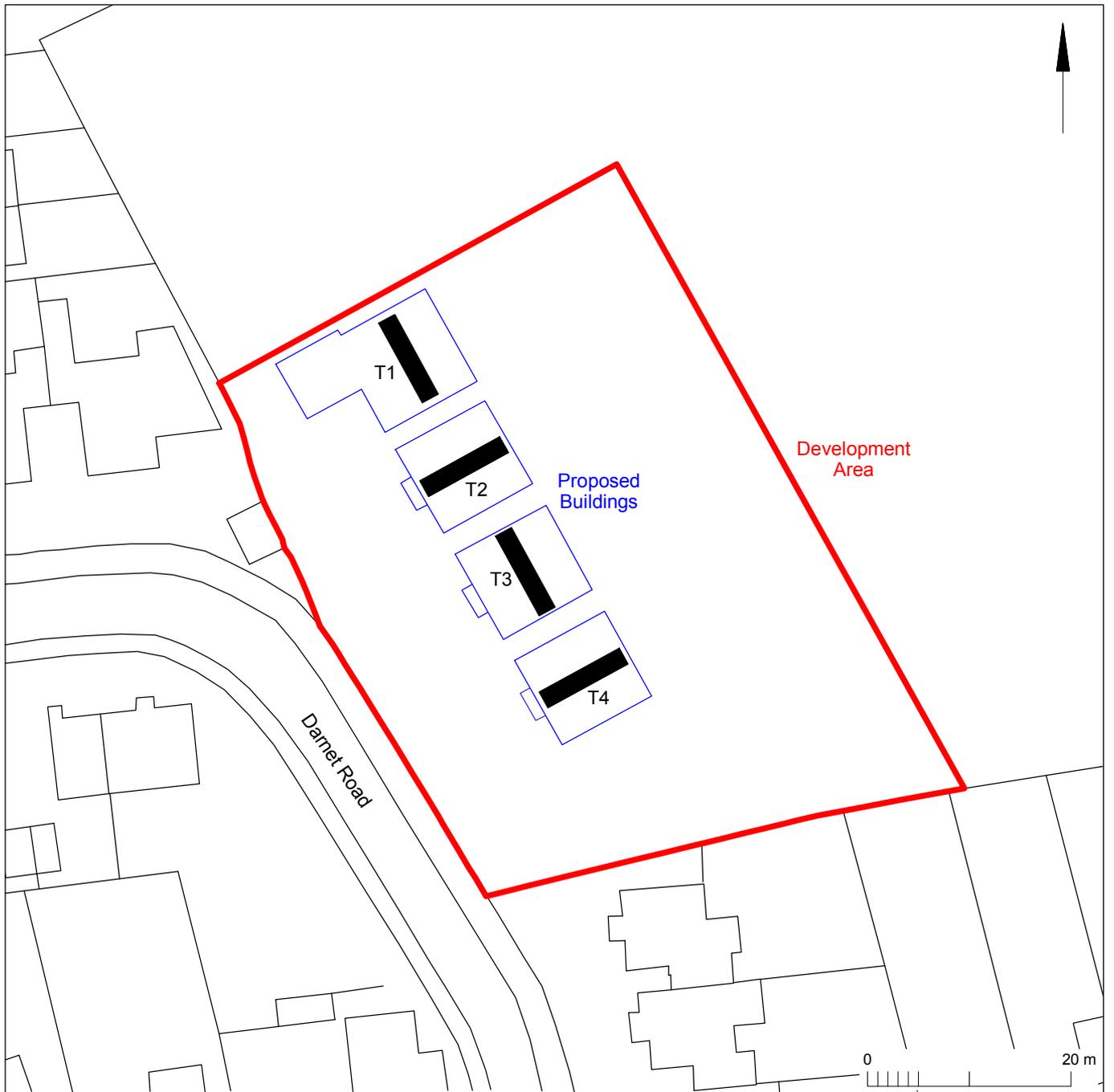


Fig 1 Proposed trenching plan.