

**An archaeological evaluation on land to the  
north-west of Lofts Farm (Phase II),  
Broad Street Green Road,  
Great Totham, Essex  
July 2013**



**report prepared by Adam Wightman**

**commissioned by John Finch Partnership  
on behalf of Granville Developments**

HEM code: BSGT13  
CAT project ref.: 13/07b  
Colchester and Ipswich Museum accession code: COLEM 2013.08  
NGR: TL 86119 09275



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**CAT Report 715**  
July 2013

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EHER summary sheet

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## 1 Summary

The site is 800m west of the Lofts Farm Bronze Age enclosure excavated in 1984-5, and 600m north-west of medieval cropmarks on the same site. Prior to new housing, an evaluation by six trial-trenches found only a single undated (but possibly medieval) ditch. There were no finds.

## 2 Introduction (Figs 1-2)

This is the archive report on the archaeological evaluation carried out by Colchester Archaeological Trust (CAT) commissioned by the John Finch Partnership on behalf of the Granville Developments on a site on the eastern side of Broad Street Green Road, in the northern part of Heybridge (TL 8611 0918). The site was open ground covered in grass and shrubs. Proposed development is five new dwellings and associated driveways and infrastructure

## 3 Archaeological background

The site is adjacent to Lofts Farm, a major multi-period cropmark complex on which Maldon Archaeological Group carried out fieldwalking, monitoring, and selective rescue excavation prior to destruction by gravel extraction (EHER 7881-96: Brown and Brown 1985). The site included evidence of Neolithic activity, an Early-Middle Bronze Age cemetery, a Late Bronze Age enclosure (excavated by Essex County Council Archaeology Section under the direction of Nigel Brown: 1988), an Iron Age enclosed settlement and field-systems, a possible Roman enclosure, and a 14-16th century moated site. The proposed development therefore had considerable potential for significant surviving archaeological remains.

## 4 Methodology

Given the potential importance of the site, Maria Medlycott, Historic Environment Officer for Essex County Council Place Services advised Maldon District Council that the planning application would need to be supported by an archaeological survey and assessment. This advice was based on the *National Planning Policy Framework* (DCLG 2012).

The archaeological evaluation was undertaken to the required methodology as defined in a *Brief* written by Maria Medlycott (ECC 2013), and with a corresponding written scheme of investigation (WSI) prepared by CAT (2013). The requirement was for a 5% evaluation, which equated to five 20m x 1.8m trenches and one 25m x 1.8m trench. The trenches were positioned between the proposed houses to avoid problems in the construction phase.

All fieldwork and reporting was done in accordance with the Institute for Archaeologists' *Standard and guidance for an archaeological field evaluation* (IfA 2008a), *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (IfA 2008b), and *Standards for field archaeology in the East of England* (EAA 14).

## 5 Aim

The aim of the evaluation was to establish the character, extent, date, significance and condition of any archaeological remains and deposits likely to be affected by ground works. Specific attention was paid to the potential for archaeological remains associated with the Lofts Farm site.

## 6 Results and discussion (Figs 1-3; Plates 1-5)

Turf and topsoil (Layer 1: L1), normally 12-15cm thick, were removed using a tracked excavator with a flat-edged ditching bucket. This exposed a slightly lighter silty clay horizon whose thickness varied between 15cm (in trench 1: T1), and 32cm (T4). This is interpreted as a lower topsoil level, possibly post-medieval in date (there were no finds). The removal of L2 exposed natural ground (L3), a medium yellow clay in which the archaeological feature was visible. The only exception to this sequence was in T6, where there was a dumped 20cm-thick layer of gravel (L4) between L1 and L2. Ground level in all trenches was approximately 7.10m AOD.



**Plates 1, 2:** T2 view N, with ditch F1 foreground. Ditch F1.



**Plates 3, 4:** T3 view east. T4 view SW



**Plates 5, 6:** T5 view W. T6 view N.



**Plate 7:** T2 representative section.

There were no features in any of the trenches with the exception of ditch F1 in T2. This was 45cm wide and 12cm deep. Its fill was a clean, medium grey/brown silt clay without any noticeable flecking (such as charcoal). There were no finds. Although the feature is undated, the clean fill may favour a date earlier than the post-medieval period, but this is speculative.

It is instructive to compare the alignment of F1 (SW-NE) with the published Lofts Farm cropmark plan in Brown 1988. This shows the alignment of an Iron Age trackway (N-S), and of a rectilinear Roman-British field system (WNW-ESE), neither of which aligns with F1. However, the excavated medieval enclosure (Brown 1988 fig 4, A) and an undated trackway to the east on exactly the same alignment as the enclosure are both aligned SW-NE, as is F1. Clearly, the published cropmarks are some distance away from the current site (the medieval enclosure is approximately 600m to the SE), but based on this shared alignment, a medieval date for F1 (a truncated field ditch?) may be postulated.

## 7 Finds

There were no finds.

## 8 Acknowledgements

CAT would like to thank the John Finch Partnership for commissioning and Granville Developments for funding the project. The site work was managed by Ben Holloway, and undertaken by BH, C Lister and Mark Baister. Post-excavation work was by BH, MB (plans), Emma Holloway (sections), and H Brooks (text and layout).

The project was monitored by Maria Medlycott for ECC and Maldon District Council.

## 9 Abbreviations and glossary

AOD	above Ordnance Datum
CAT	Colchester Archaeological Trust
Bronze Age	the period 2,500 – 700 BC, the first use of metals
context	specific location of finds on an archaeological site
EHHER	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 feature such as a pit or ditch
IfA	Institute for Archaeologists
Iron Age	period immediately before the Roman period, dating from c 700 BC
medieval	period from AD 1066 to 1500 (secular) or 1550 (religious)
modern	dating from Victorian period onwards
natural	geological deposit undisturbed by human activity
Neolithic	the period 4,500 - 2,500 BC, which saw the introduction of farming
post-medieval	period from early 16th century to 18th century
prehistoric	Stone Age, Bronze Age or Iron Age (prior to Roman period)
Roman	the period from AD 43 to around c AD 410

## 10 References

**Note: all CAT fieldwork reports are available online in .pdf format at <http://cat.essex.ac.uk>**

Brown Paul N, and Brown, Nigel	1985	'Great Totham, Lofts Farm', in Priddy, Deborah, 'Excavations in Essex', <i>Essex Archaeology &amp; History</i> <b>16</b> 128-9.
Brown, Nigel	1988	'A late Bronze Age Enclosure at Lofts Farm, Essex', <i>Proceedings of the Prehistoric Society</i> <b>54</b> , 249-302
CAT	2012	Written scheme of investigation for archaeological attendance and recording (a watching brief), at 'The Meadows', University of Essex, Wivenhoe park, Colchester, Essex
DCLG	2012	<i>National Planning Policy Framework</i> , Department for Communities and Local Government
EAA <b>14</b>	2003	<i>Standards for field archaeology in the East of England</i> , East Anglian Archaeology, Occasional Papers, <b>14</b> , ed by D Gurney
ECC	2013	<i>Archaeological Investigation. Land at Broad Street Green Road, Heybridge</i> (MAL/00818/12) February 2013.
IfA	2008a	<i>Standard and guidance for an archaeological watching brief</i>

IfA                      2008b    *Standard and guidance for the collection, documentation, conservation and research of archaeological materials*

## **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 Museums under accession code COLEM 2013.08

## **12    Contents of Archive**

### **1        Paper archive**

One A4 document wallet containing:

This report  
Original site record (context sheets: F1, L1-4)  
EHER brief  
CAT WSI  
Risk assessment  
Digital photographic record  
Attendance register  
Site photographic record on CD  
Sundry papers

### **2        Finds archive**

There were no finds

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#### **Distribution list:**

John Finch Partnership  
Granville Developments  
Maria Medlycott, ECC Historic Environment Officer  
Essex Historic Environment Record



**Colchester Archaeological Trust**

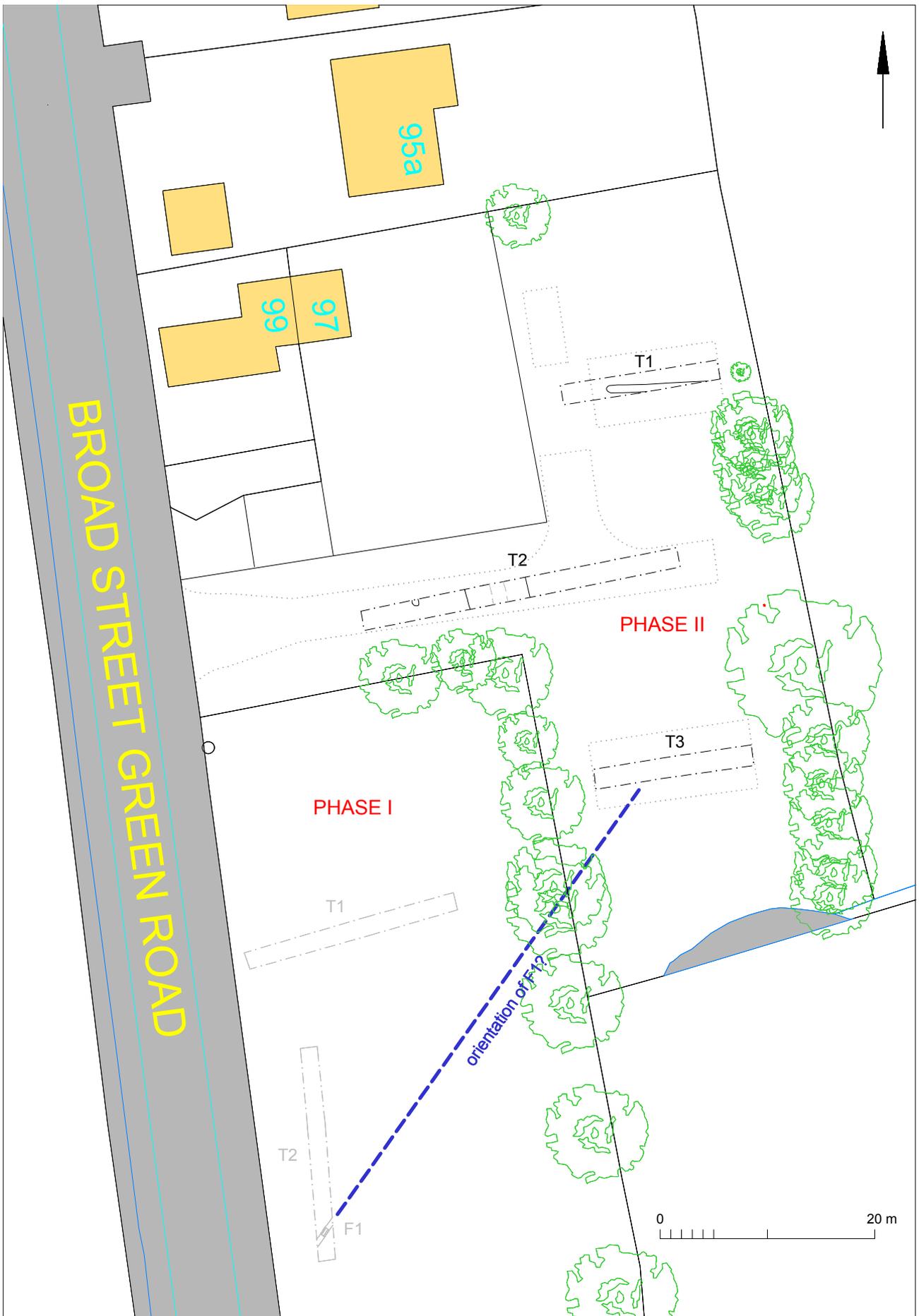
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date: 22.03.13

Brooks/ c:/Projects/2013 projects/Heybridge Broad St eval/Report 693.doc



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Fig 1 Site plan. The proposed Phase II development is indicated by grey dotted lines.

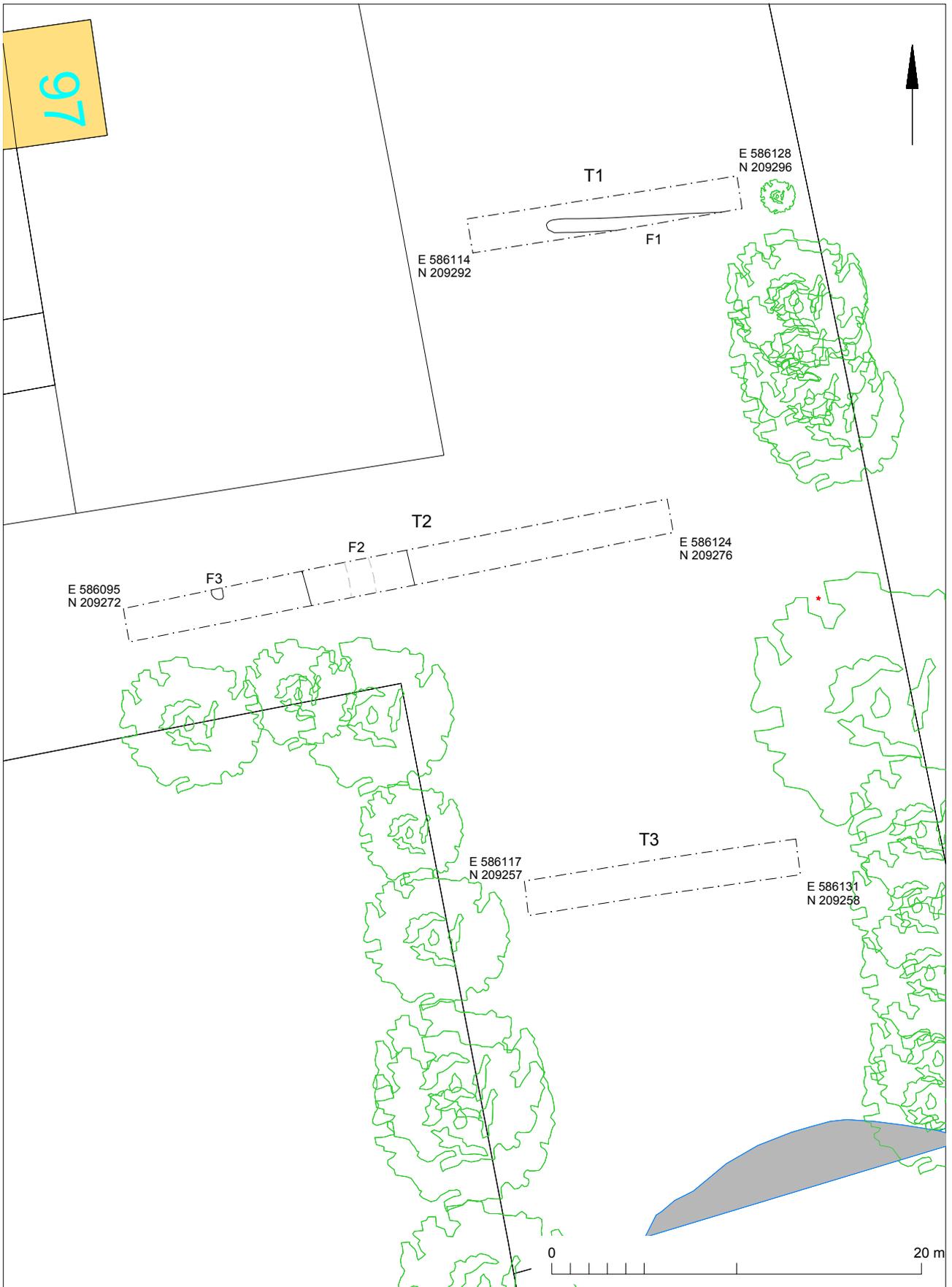


Fig 2 Results.



# Essex Historic Environment Record/ Essex Archaeology and History

## Summary sheet

<b>Address:</b> Land at Broad Street Green Road, Great Totham, Essex	
<b>Parish:</b> Great Totham	<b>District:</b> Maldon
<b>NGR:</b> TL 86119 09275	<b>Site codes:</b> CAT project code – 13/07b HEM code – BSGT 13
<b>Type of work:</b> Evaluation	<b>Site director/group:</b> Colchester Archaeological Trust
<b>Date of work:</b> July 2013	<b>Size of area investigated:</b> 3 trenches (total length 60m) in a site approximately 2200m <sup>2</sup>
<b>Location of curating museum:</b> Colchester & Ipswich Museums, accession – COLEM 2013.08	<b>Funding source:</b> Developer
<b>Further seasons anticipated?</b> No	<b>Related EHER numbers:</b> 7881-96
<b>Final report:</b> CAT Report 715	
<b>Periods represented:</b> post-medieval/modern	
<p><b>Summary:</b>  <i>An evaluation by trial-trenching undertaken by CAT on land to the east of Broad Street Green Road, Great Totham, did not uncover any archaeological finds or features associated with the major multi-period cropmark complex at Lofts Farm.</i>  <i>Three post-medieval/modern features were identified, a field boundary ditch, a linear and a small pit/post-hole. An undated ditch identified in Phase I of the evaluation (CAT Report 693) did not continue into the Phase II development area.</i></p>	
<b>Previous summaries/reports:</b> CAT Report 693	
<b>Keywords:</b> Field boundary ditch, post-medieval pottery	<b>Significance:</b> neg
<b>Author of summary:</b> Adam Wightman	<b>Date of summary:</b> July 2013

# **ARCHAEOLOGICAL INVESTIGATION**

**MAL/001137/11**

**LAND NORTH WEST OF LOFTS FARM SITE 2,  
AT BROAD STREET GREEN ROAD,  
GREAT TOTHAM**

**JULY 2013**



**Essex County Council**

**Site:** Land North West of Lofts Farm Site 2, Broad Street Green Road, Great Totham

**Archaeological Contractor:** Phillip Crummy [pc@catuk.org](mailto:pc@catuk.org)

**HE 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 adjacent to the Lofts Farm multi-period archaeological site. 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 two houses and associated driveways and infrastructure. The site is located on a greenfield site to the west of Broad Street Green Road on the southern edge of Great Totham (TL8612209278).

## **3. Planning Background**

A planning application for the development of the site as outlined above has been submitted to Maldon District Council. Given the archaeological potential of the site the applicant was advised by Maldon District Council planners that the application would need to be supported by an archaeological survey and assessment. 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 proposed development site is adjacent to the Lofts Farm archaeological site, this comprised a major multi-period cropmark complex. Maldon Archaeological Group carried out fieldwalking, observation of overburden stripping and selective rescue excavation as it was destroyed by gravel extraction (EHER 7881-96). The site included evidence for Neolithic activity, an Early-Middle bronze Age cemetery, Late Bronze Age and Iron Age settlement and field-systems, a possible Roman enclosure and a 14-16<sup>th</sup> century moated site.

The proposed development site therefore has considerable potential for significant surviving archaeological remains dating from the Neolithic period onwards. Archaeological deposits are both fragile and irreplaceable and any permitted development on site should therefore be preceded by a programme of archaeological investigation which should be secured by an appropriate condition attached to any forthcoming planning consent.

## **5. Requirement for Work**

The first phase of archaeological work will consist of 5% trenching of the development area, with a further 2% in reserve for establishing further definition of the archaeological deposits if required. The trenches should be single bucket width (1.8m). The adjoining excavation at Broad Street Green revealed an undated ditch and one of the trenches should be positioned so as to intercept its projected route. The trial-trenching will form the first phase of the archaeological work. If archaeological features are uncovered the trench or 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 trenching will cover a minimum of 5% of the development with 2% in reserve for finer definition. The trenches should be single bucket width (1.8m).
- 7.4 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.
- 7.5 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.
- 7.6 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).
- 7.7 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.
- 7.8 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.

- 7.9 The site and spoil heaps shall be checked by metal detector, with any finds recovered.
- 7.10 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.
- 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 HER. (A full digital copy of the report will be supplied to the Historic Environment Officer as a single .pdf).
- 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 Heybridge Historic Settlement Assessment Report (O'Connor 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 in writing 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. (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 investigation on land north west of  
Lofts Farm site 2 at Broad Street Green Road,  
Great Totham, Essex

Planning application no: MAL/001137/11  
NGR: TL 86122 09278 (centre)

July 2013



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## **1. Introduction**

- 1.1 This is a Written Scheme of Investigation (WSI) for an archaeological investigation by trial trenching on land north west of Lofts Farm site 2 at Broad Street Green Road, Great Totham, Essex, CM9 8NY. The work is to be undertaken by Colchester Archaeological Trust, which were commissioned by John Finch Partnership on behalf of Granville Developments.
- 1.2 The site lies on the eastern side of Broad Street Green Road, roughly 1.7 miles south of the centre of the village of Great Totham and 0.2 miles north of the outskirts of Heybridge centred on NGR TL 86122 09278.
- 1.3 The site is currently an area of open ground consisting of grass and shrubs. The proposed development works involve the construction of two new dwellings and associated driveways and infrastructure.
- 1.4 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.
- 1.5 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 8).
- 1.6 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.

- 2.1 The proposed development site is adjacent to the Lofts Farm archaeological site, this comprised a major multi-period cropmark complex. Maldon Archaeological Group carried out fieldwalking, observation of overburden stripping and selective rescue excavation as it was destroyed by gravel extraction (EHER 7881-96). The site included evidence for Neolithic activity, an Early-Middle bronze Age cemetery, Late Bronze Age and Iron Age settlement and field-systems, a possible Roman enclosure and a 14-16<sup>th</sup> century moated site.
- 2.2 The proposed development site therefore has considerable potential for significant surviving archaeological remains dating from the Neolithic period onwards. Archaeological deposits are both fragile and irreplaceable and any permitted development on site should therefore be preceded by a programme of archaeological investigation which should be secured by an appropriate condition attached to any forthcoming planning consent.
- 2.3 CAT undertook phase one of the site in March 2013 (CAT report **693**) on the adjacent plot of land. Six trenches were evaluated across the site uncovering a single undated ditch.
- 2.3 The history and archaeology of the parish is summarised in O'Connor (2007).

## **3. Aim**

- 3.1 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 of the Broad Street Green Road site. Specific attention shall be paid to the potential for archaeology mentioned in section 2 above.

## **4 Monitoring CAT**

- 4.1 The Historic Environment officer will be responsible for monitoring progress and standards throughout the project, and will be kept regularly informed during fieldwork, post-excavation and publication stages.
- 4.2 Notification of the start of work will be given to Historic Environment officer one week in advance of its commencement.

- 4.3 Any variations of the WSI shall be agreed with Historic Environment officer in writing prior to them being carried out.
- 4.4 Historic Environment officer will be notified when the fieldwork is complete.
- 4.5 The involvement of Historic Environment officer shall be acknowledged in any report or publication generated by this project.

## **5 General methodology**

- 5.1 All archaeological work will be undertaken by a professional archaeologist(s) employed by CAT with a level of experience appropriate to the work.
- 5.2 CAT is not carrying out the groundwork. The location and avoidance of existing services is the job of the groundwork contractor.
- 5.3 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 1999 updated 2012).
- 5.4 A site code will be obtained from Historic Environment officer. All codes will be quoted in any reports arising from the work.
- 5.5 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.
- 5.6 The relevant document of the Institute for Archaeologists (IfA) will be followed, i.e. *Standard and guidance for archaeological watching brief (2008a)*, including its 'Code of Conduct'. Colchester Borough Council's *Guidelines on standards and practices for archaeological fieldwork in the Borough of Colchester (2008)*, and *Guidelines on the preparation and transfer of archaeological archives to Colchester and Ipswich museums (2008)* and English Heritage's *Management of Research Projects in the Historic Environment (MoRPHE 2006)*. Other guidelines followed are those published in **EAA 3, EAA 8, EAA 14 and EAA 24**.
- 5.7 At the start of the work an OASIS online record will be initiated. Key fields will be completed on Details, Location and Creators forms.

## **6. Trial trenching methodology**

- 6.1 Two evaluation trenches measuring 15m x 1.8m and one trench measuring 30m x 1.8m will be excavated across the development area this equates to a 5% sample of the site with a further 2% in reserve. The proposed trench positions are shown on the attached figure (Fig 1) although numerous trees around the site limited their potential locations. Trench 3 has been specifically placed to see if the ditch from F1 (CAT Report **693**) continues into this site with the hope of finding datable material.
- 6.2 Further excavation may be required should significant features/deposits be identified which cannot be preserved *in situ*. The Historic Environment Officer will make a visit to decide whether further work is required.
- 6.3 The evaluation area has high potential for human burials, should such deposits be encountered they will be excavated to the extent necessary that the nature of the deposit can be confirmed as a burial. The deposit will then backfilled, its position logged and left *in situ* to be fully excavated and recorded as part of a later excavation stage.
- 6.3 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).
- 6.5 Fast excavation techniques involving (for instance) picks, forks and mattocks will not be used on complex stratigraphy.
- 6.6 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.
- 6.7 All features and layers or other significant deposits will be planned, and their profiles or sections recorded. Section drawings will be completed on all trenches identifying the depth of the archaeological deposits and the depth of the natural sub-soil. The normal scale will be site plans at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be appropriate. The site will located to the National Grid.

- 6.8 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.
- 6.9 The photographic record will consist of general site shots, and shots of all archaeological features and deposits, a photographic scale (including north arrow) shall be included in the case of detailed photographs. Standard "record" shots of contexts will be taken on a digital camera. A photographic register should accompany the photographic record. This should detail as a minimum feature number, location, and direction of shot.
- 6.10 The site boundary and features and site levels will be tied into Ordnance Datum.
- 6.11 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.

## **7 Finds**

- 7.1 Should human remains be discovered the coroner will be informed and a license from the Home Office sought immediately; both the client and the monitoring officer will also be informed. Human remains will be left *in situ* except in those cases where damage or desecration are anticipated, or where analysis of the remains is considered to be a necessary requirement for satisfactory evaluation of the site. The preservation state of human bone will be recorded, so as to inform development of the WSI for any future excavation.
- 7.2 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. The English Heritage Regional Adviser in Archaeological Science (East of England) is available for further advice.
- 7.3 All finds of archaeological relevance will be retained. Policies for later disposal of any finds will be agreed with the Historic Environment officer and the site owner.
- 7.4 All finds, where appropriate, will be washed.
- 7.5 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.
- 7.6 The site archive will be presented to Colchester and Ipswich Museum in accordance with their requirements.
- 7.7 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.
- 7.8 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 2008a).
- 7.9 A list of specialists available for consultation is given at the end of this WSI.

## **8 Results**

- 8.1 Notification will be given to Historic Environment officer when the fieldwork has been completed. The monitoring will be followed by the production of an archive report. An appropriate archive will be prepared to minimum acceptable standards outlined in *Management of Research Projects in the Historic Environment* (MoRPHE English Heritage 2006). The full report will be submitted within 4 months from the end of the fieldwork, with a single digital copy supplied to the Historic Environment officer. This report will include:
  - The aims and methods adopted in the course of the monitoring.
  - Location plan of the monitoring area, with 10-figure grid references at two points.
  - A section drawing showing the depth of deposits including present ground level.
  - 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.

- 8.2 An EHER summary sheet will 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).
- 8.3 If, after discussion with the Historic Environment team, 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.

## 9 Archive deposition

- 9.1 The full archive will be deposited at Colchester and Ipswich Museum within six months of completion of final publication report on the project, and confirmed to Historic Environment officer.
- 9.2 Finds (and other retained materials) will be bagged and boxed in accordance with Colchester and Ipswich Museum deposition guidelines (CBC 1996).
- 9.3 Plans will be presented on hanging strips to fit Colchester and Ipswich Museum storage systems.
- 9.4 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.
- 9.5 A summary of the contents of the archive shall be supplied to Historic Environment officer at the time of deposition at the museum.

## 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 ( <b>EAA8</b> )   |
| Colchester Archaeological Trust<br>CAT Report <b>693</b> | 2012                | <i>Policies and procedures</i> (2009 updated 2012)   |
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| Colchester Borough Council                               | 1996 (revised 2008) | <i>Guidelines on the Preparation and Transfer of Archaeological Archives to Colchester and Ipswich museums.</i>  |
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| Glazebrook, J.   | 1997                | <i>Research and Archaeology: a frame work for the Eastern Counties 1 resource assessment</i> , East Anglian Archaeological, occasional papers 3 ( <b>EAA3</b> )  |
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| Medlycott, M. (ed.)                                      | 2011                | <i>Research and archaeology revisited: A revised framework for the East of England</i> , East Anglian Archaeological Occasional Papers 24 ( <b>EAA24</b> )   |
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O'Connor, T.

2007

*Farm site 2, at Broad Street Green Road, Great Totham. Essex County Council Brief July 2013*  
*Heybridge: Historic Settlement Assessment, ECC*  
Internal Report

WSI by Emma Holloway 03/07/2013  
[eh@catuk.org](mailto:eh@catuk.org)

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**Note: all CAT fieldwork reports once complete are available online in .pdf format at  
<http://cat.essex.ac.uk>**

## **APPENDIX: TEAM STRUCTURE**

### **List of team members**

#### **Site supervision and Recording**

Ben Holloway/Adam Wightman

#### **Assistants**

Mark Baister

#### **Finds consultants**

Stephen Benfield (CAT): Prehistoric and Roman pottery, other finds in small quantities

Joanna Bird (Guildford): Samian ware

Ernest Black (Colchester): Roman brick/tile

Howard Brooks (CAT): Medieval and Post-Medieval pottery

Dr Hilary Cool (Nottingham): Roman glass

Nina Crummy (Colchester): Small finds

Julie Curl: Human bone and large Animal bone assemblages

John Davis (Norwich Museum): Roman coins

Val Fryer (UEA/Loddon): Environmental remains

Helen Chappell (English Heritage): Regional Science Advisor

Hazel Martingell (Braintree): Lithics

Valerie Rigby (British Museum): LIA ceramics

Dr Paul Sealey (Colchester Museums): Roman Amphoras

Patricia Ryan (Chelmsford): Medieval and later brick and tile

Sue Tyler (ECC): Saxon Pottery.

Helen Walker: Saxon, Medieval and post-medieval pottery.

Adam Wightman (CAT): small animal bone and lithic assemblages

#### **Graphics**

E Holloway and C Lister

#### **Report writing**

Ben Holloway/Adam Wightman

### **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.

#### **Emma Holloway BA**

Emma first joined CAT in 2000 to work on the Head Street excavations, and returned in 2002 after graduating from Reading University with a BA Hons in Ancient History and Archaeology. Emma has worked on many large sites and reports including St Marys Hospital, Handford House, Stanway and many Garrison excavations, including supervising the drawn record of the cemetery and Roman circus discovered in 2004-5, as well as evaluations and watching briefs. Emma became a permanent member of staff since 2003 when she became the trust draughtsperson with particular interest in finds illustration and since worked on the small finds. Formerly a licentiate level membership of the Association of Archaeological Illustrators and Surveyors. Since 2009 Emma has been juggling roles and is part-time archaeologist and part-time Office Manager dealing with the Trust's day to day administration and finances.

### **Adam Wightman BSc, MA**

After graduating from the University of Sheffield in 2004 with a BSc Hons in Archaeology and Prehistory, Adam worked for CAT during the Roman Circus excavations at Colchester Garrison in 2004/5. He then went on to work for Cambridge Archaeological Unit before completing a Masters in the Archaeology of Human Origins at the University of Southampton where he focused on lithic and animal bone analysis. Since returning to CAT in 2006 Adam has carried out evaluations and excavations at the Great Dunmow Salesrooms, 143-147 High Street Maldon, Firstsite Newsite in Colchester town centre, and at 21 St Peters Street adjacent to Colchester's Roman wall. He now completes assessments and full reports on small assemblages of animal bone and lithics for CAT.

### **Finds Specialists**

#### **Stephen Benfield BA, Cert Archaeol (Oxon) (CAT) Prehistoric 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*.

#### **Ernest Black (Colchester) Roman brick/tile**

Ernest is a retired Colchester schoolteacher with a wide interest in archaeology and the classical world. In this sense, he is following in the footsteps of A.F. Hall, and Mike Corbishley who were also local schoolmasters. He has developed his specialism by large scale hands-on experience with Roman brick and tile, and has contributed to the *Arch J*, *CAR 6: Excavations at Culver Street, the Gilbert School, and other sites in Colchester 1971-1985*.

#### **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 BA 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.

#### **Dr John A Davies (Norwich Museum) Roman coins**

John has, for some years, written reports on Roman coins from Colchester excavations. He specializes in barbarous radiates, and has contributed to *British Numismatic Journal* on that topic. Among his other publications is a contribution to *Colchester Archaeological Report 4: The coins from excavations in Colchester 1971-9*, and *CAR 9: Excavations on Roman and later cemeteries, churches and monastic sites in Colchester 1971-88 (1993)*.

#### **Val Fryer BA, MIFA (Norfolk) Environmental Archaeologist**

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.

#### **Helen Chappell (English Heritage) Regional Science Advisor**

Helen Chappell is English Heritage's Regional Science Advisor (RSA) for the East of England, providing regionally-based advice on all aspects of archaeological science: geophysics, scientific dating, hydrology, geoarchaeology, analysis of biological remains and technological residues, artifact analysis and conservation. RSAs give advice to a range of organizations and also produce good practice standards and guidelines. RSAs are all actively involved in research, and applying new methodologies to site investigation and management.

#### **Hazel Martingell BA, FAAIS (Braintree): Lithics**

Hazel has for many years worked as a lithics illustrator and specialist, undertaking work for The British Museum, ECC Field Archaeology Unit and for London and Cambridge Universities, to name but a few. Since 1987 she has been self-employed and has excavated at a Middle Stone Age site at Gorham's Cave, Gibraltar as well as writing and illustrating worked flint reports for CAT, ECC FAU, and the British Museum. Her impressive publication

record includes reports on sites from around the globe. Closer to home she has published work in *Essex History and Archaeology*, The *East Anglian Archaeology* Monograph series, *Antiquity* and *British Museum Occasional Papers*. Hazel is a fellow of the Association of Archaeological Illustrators and Surveyors and a founder member of the Lithics Study Group, London.

#### **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 *Crissing Temple: A Templar and Hospitaller Manor in Essex* (1993).

#### **Dr Paul Sealey (Colchester Museum) Amphoras**

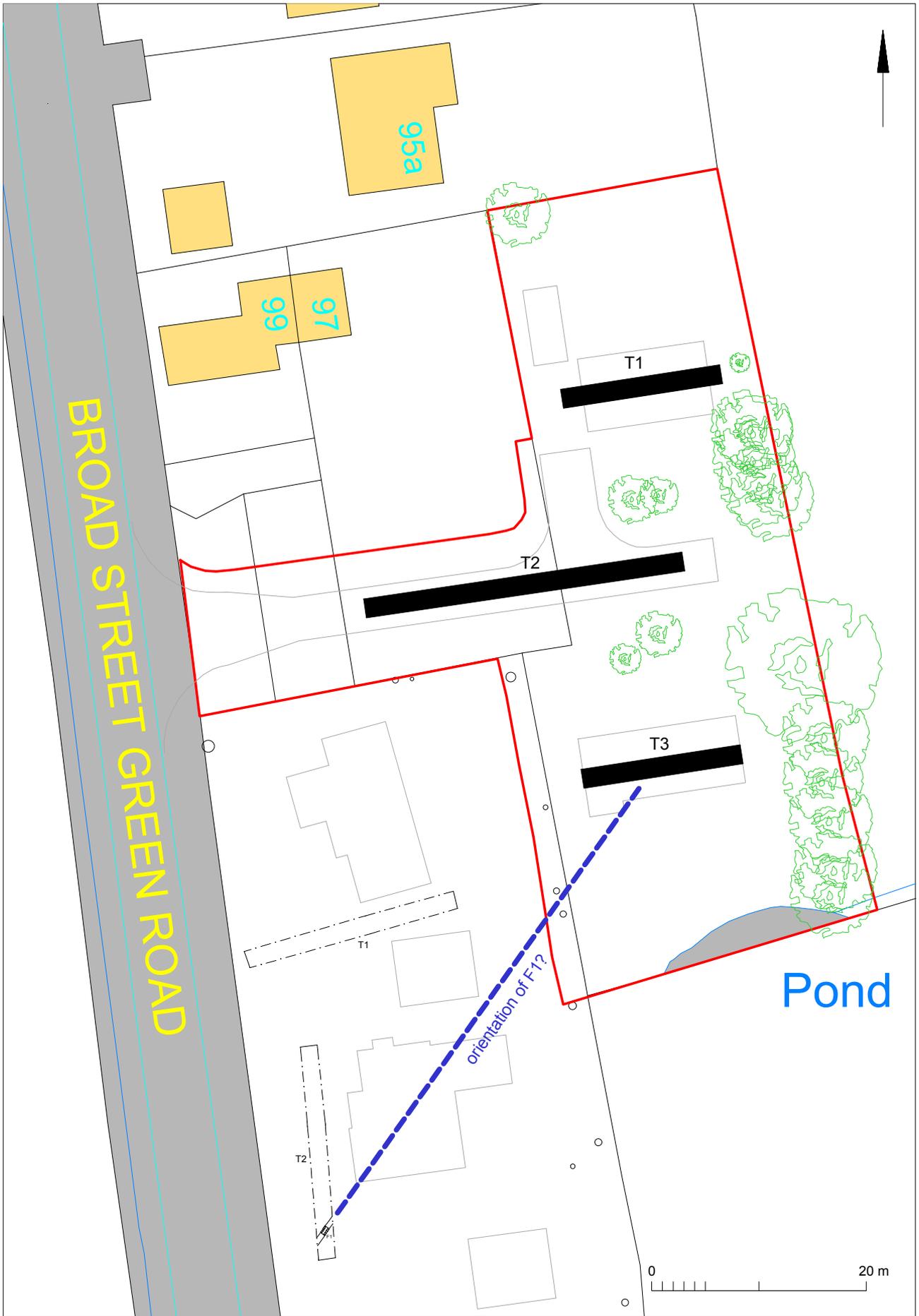
Paul has worked at Colchester Museum since the late 1970s. His PhD specialism was Roman amphoras, a topic on which he writes specialist reports. His main areas of interest are prehistory and the Roman period, and he has developed a familiarity with those periods and their ceramics. He has published widely. 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*.

#### **Sue Tyler (ECC) Saxon Pottery**

Sue is the County authority on Saxon material, especially pottery. She has had several spells working with Essex County Archaeology Section, interrupted by a late-1980s spell in Hertfordshire. She has written reports on Saxon material for many Essex Projects, and contributes regularly to *Essex Archaeology & History*, including the Anglo-Saxon cemetery at Prittlewell (*Essex Archaeol Hist* 19 (1988)).

#### **Helen Walker BSc Medieval and post-medieval pottery.**

Helen was Essex County Council Field Archaeology Group's medieval and post-medieval pottery specialist. Before joining ECC in 1985, she worked on finds in Carmarthen, and for Hampshire CC on projects in Winchester. Since 1985, she has contributed reports on ceramics to many other projects in the county. A regular contributor to *Essex Archaeology & History*, her principal publications include reports on the Rayleigh kiln dump, and George Street and Church Street, Harwich (*Essex Archaeology & History*, 21 [1990]), and North Shoebury (*EAA* 75).



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Fig 1 Trench locations in relation to proposed development (shown as grey lines).