

# Archaeological trial-trenching evaluation: 'The Dell', Meadow Farm Lane, Hollesley, Suffolk

May 2015



report prepared by **Ben Holloway**  
on behalf of **Mrs Vanessa Bishop**

Planning ref: Suffolk Coastal DC/14/0056/FUL  
CAT project ref.: 15/5e  
SCCAS project code: HLY145  
SCCAS event code: ESF 23075  
NGR: TM 315 444 (centre)



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**CAT Report 845**  
June 2015  
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## 1 Summary

*The site is in the parish of Hollesley, to the south-east of Woodbridge. In advance of the construction of a new dwelling on land to the south east of 'The Dell', an evaluation trench revealed five features: a modern post-hole (part of an old fence?), two undated ditches (Roman?), and two pits, one certainly of Roman date. There are too few finds to indicate Roman-period settlement on this site - perhaps the finds are manure scatter on Roman-period fields associated with a nearby Roman settlement or farm.*

*No archaeological strata or features were exposed which are worthy of preservation in situ. Further archaeological works (the exact nature of which have yet to be clarified) have been requested by SCCAS.*

*The depth and nature of the soils sealing the archaeological features is consistent with soil generated by normal agricultural activities. There were no alluvial or colluvial deposits here.*

## 2 Introduction and planning background (Fig 1)

This is the report on the archaeological evaluation by trial-trenching on land to the south east of 'The Dell', Meadow Farm Lane, Hollesley, Suffolk, carried out on behalf of Mrs Vanessa Bishop by Colchester Archaeological Trust (CAT) on 27th-28th May 2015.

Site centre is at TM 351 444.

Proposed development is the construction of a new dwelling and associated access on land currently used as a paddocks.

The Local Planning Authority (Suffolk Coastal: Planning reference DC/14/0056/FUL) was advised by Suffolk County Council Archaeology Service (SCCAS) that this site lies in an area of high archaeological importance, and that, in order to establish the archaeological implications of this application, the applicant should be required to commission a scheme of archaeological investigation in accordance with paragraphs 128, 129 and 132 of the *National Planning Policy Framework* (DCLG 2012).

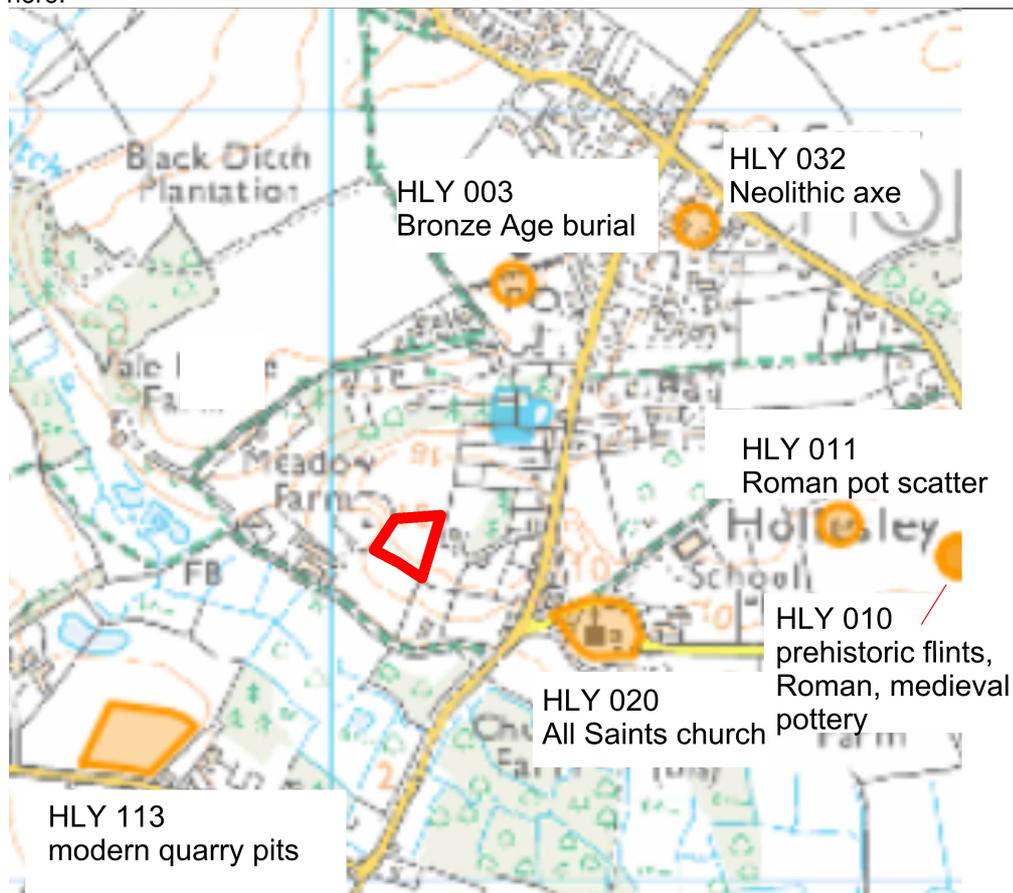
All archaeological work was carried out in accordance with a *Brief and Specification* detailing the required archaeological work (evaluation trenching) written by Rachael Abraham (SCCAS 2015), and a Written Scheme of Investigation (WSI) prepared by CAT in response to the SCCAS brief and agreed with SCCAS (CAT 2015).

In addition to the Brief and WSI, all fieldwork and reporting was done in accordance with English Heritage's *Management of Research Projects in the Historic Environment* (EH 2006), and *Standards for field archaeology in the East of England* (EAA 14 and 24). This report mirrors standards and practices contained in the Chartered Institute for Archaeologists' *Standard and guidance for archaeological field evaluation* (CIfA 2014a) and *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (CIfA 2014b).

### 3 Archaeological and landscape background (Map 1, below)

**Historic landscape:** The landscape around Hollesley is defined as *Rolling Estate Sandlands* in the Suffolk Landscape Character Assessment<sup>1</sup>. This landscape includes: Rolling river terraces and coastal slopes; sandy and free-draining soils with areas of heathland; late enclosure with a pattern of tree belts and straight hedges; a focus of settlement in the Estate Sandlands landscape; and complex and intimate landscape on valley sides.

**Archaeology<sup>2</sup>** :The site lies in an area of archaeological importance to the north-west of the medieval church of All Saints (HLY 20). There is evidence of prehistoric activity in this area. To the north, a Neolithic axe fragment was found near Mallard Way (HLY 032: 500m to the NE), a Bronze Age burial was found near Swallows Close (HLY 003: 300m NNE), and there is a surface scatter of prehistoric flints in the fields north and west of School Lane (HLY 010: 700m E). Roman-period remains are fewer in number, but surface scatters of Roman pottery are reported from the fields north and west of School Lane (HLY 010, 011, 600-700m E). An archaeological evaluation 400m to the SW, prior to house building at Walnut Tree Farm (HLY 113) revealed only modern quarry pits. However, the immediate area around this site has not been systematically investigated, so there was a potential for the presence of previously unknown archaeological remains here.



**Map 1:** HER sites around the application site (red)

<sup>1</sup> (<http://www.suffolklandscape.org.uk/>).

<sup>2</sup> This is based on records held at the Suffolk County Historic Environment Record (SCHER).

**Geology:** The British Geological Viewer (1:625,000 scale <sup>3</sup>) shows this general geology of the site area as Glacial Sands and Gravels (the natural sand found in this evaluation confirms this). Slightly downslope from this site Crag Group Sands and Gravels are exposed.

## 4 Aims

The aims of the evaluation were to:

- establish whether any archaeological deposit exists in the area, with particular regard to any which are of sufficient importance to merit preservation in situ.
- identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.
- evaluate the impact of past land uses, and the presence of masking colluvial/alluvial deposits.
- establish the potential for the survival of environmental evidence.
- provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

## 5 Methodology

The evaluation trench (1.8m wide, 15m long, aligned E-W), was positioned within the footprint of the proposed new dwelling. Under archaeological supervision, two layers were mechanically removed: ploughsoil horizon L1 (350mm thick), and an accumulation horizon of silty clay (200mm thick). The removal of L2 revealed the archaeological features. L2 sealed natural ground L3 (a sandy clay with occasional gravel patches).

All archaeological features were excavated and recorded according to the WSI.

A metal detector was used to check spoil heaps and excavated strata. There were no metal-detector finds. <sup>4</sup>

## 6 Results (Figs 2-3)

This section gives an archaeological summary of the trench, with a tabulation of context and finds dating information.

### Trench 1: Summary

Centrally located within the footprint of the proposed dwelling, T1 revealed five archaeological features: ditches F1 and F3, pits F2 and F4, and a modern post-hole F5. The pre-modern features were all filled with a grey/brown sandy silt with very few small stones. This similarity of fills may be an indication that these feature are more or less contemporary.

Dated finds were limited a single sherd of 2nd-century Samian ware from pit F2. There were also fragments of burnt flint from F1 and F3. These cannot (strictly) be dated, but are generally thought to be prehistoric in date.

Ditch F1 was shallow (0.36m) with an irregular profile. Pit F2 (0.33m deep) was also irregular in profile. Ditch F3 was slightly different in that it had relatively straight sides and

<sup>3</sup> <http://mapapps.bgs.ac.uk/geologyofbritain/home.html?>

<sup>4</sup> for other details of methodology, please refer to attached WSI

a profile closer to V-shaped than U-shaped. Given the general date range of finds from this site (prehistoric?, and Roman), the profile may be an indication that this is a Roman ditch. Pit F4 was shallow (0.18m) and irregular in form. Modern post-hole F5, which cut L2, had traces of wood from a rotted post.

**Trench 1: contexts and dating**

Feature no	Type	Dated finds	fill	Period
F1	ditch	burnt flint	medium grey/brown sandy silt with charcoal flecks	undated (Roman?)
F2	pit	Roman sherd, 2nd century, burnt flint	medium grey/brown sandy silt with charcoal flecks	Roman 2nd century
F3	ditch	burnt flint	medium grey/brown sandy silt with charcoal flecks	undated (Roman?)
F4	pit	--	medium grey/brown sandy silt	undated (Roman?)
F5	post-hole	--	traces of wooden post still visible	modern
L1	topsoil	fragments of coal (not kept)	dark grey/brown sandy silt	modern
L2	accumulation cut by posthole F5	none	medium grey brown sandy silt with charcoal flecks	post-medieval
L3	natural	-	firm dry orange sand	-



**Plate 1:** T1, view west, ditch F3 foreground, pit F2, ditch F1 beyond

## 7 Finds

by Stephen Benfield

The finds consist of a single (abraded) Roman sherd, and a small quantity of heat altered (burnt) stone.

### Pottery

A single abraded rim sherd (11g) of Central Gaulish samian (Fabric SACG) from F2. Almost all the original surface slip is missing, except under the rim. The sherd is from a dish of form Curle 23, produced from the late Flavian period until the mid 3rd century (Webster 1996, 67). As the sherd is a Central Gaulish product, it can be broadly dated to the 2nd century.

### Burnt stone

A few pieces of burnt stone, all flint, came from three contexts: F1 (7) (7 pieces, weight 24g), F2 (6) (1 piece, weight 1g), and F3 (5) in T1 (2 pieces, weight 54g). All of the burnt stone came from the processing of bulk environmental samples.

Burnt stone is not closely-dated. In archaeological contexts, it is commonly associated with prehistoric occupation, and generally thought to be fragmented 'pot-boilers' (heated stones used to heat liquids by dropping them into pots full of water or liquid foods). However, stones can, of course, also become incidentally affected by heat when close to a hearth or oven. That burnt stone was found in three features may indicate that there was a background scatter of this material, which later found its way into these contexts. Therefore, while a prehistoric date may be most likely, in the absence of any other dated material the burnt stones could date to the Roman period, or later.

## 8 Environmental sampling

Samples were taken from F1-3. They have been floated, and the flots sent to Val Fryer for analysis. The results are not available yet, but can be incorporated into an update of this report, or included in the report on the next stage of work which SCCAS may require here.

## 9 Conclusions (Map 1 and Fig 2)

The archaeological features consist of two ditches and two pits, only one of which (pit F2) can be closely dated - as Roman. The other dating evidence is the burnt flint in the Roman pit (F2) and both the ditches (F1, F3). Given the consistency of the fills of F1-4, it may be the case that they are all of Roman date, and the burnt flints are residual.

If this is so, then ditches F1 and F2 are Roman-period boundary ditches, belonging (presumably) to a Roman settlement or farming establishment yet to be found. The Roman sherd is abraded, suggesting that it had been in circulation for some time before being deposited in pit F2. There are no Roman sites within a 500m search area around this site, but HER lists two scatters of Roman pottery 600-700m to the east (HLY 010, 011). These sites may represent a Roman-period settlement, and possibly the source of the sherd in pit F2 (brought here as manure scatter?). Alternatively, there is a Scheduled cropmark site NW of Walnut Tree Farm (HLY 006: just beyond the search area shown on Map 1), which may be Romano-British, and also may be a source for the sherd. So, Roman ditches F1, F3 may be part of a field system connected with either HLY 006 or HLY 010/011. Pit F2 is more difficult to interpret. A single pit with a single sherd is not enough to suggest Roman-period settlement here. Is it a tree-throw pit?

The burnt flints more difficult to pin down. They are residual here in Roman features, but what is their source? Burnt flints would normally be associated with prehistoric settlement, and the two nearest sites are the find-spot of a Neolithic axe (HLY 032) and a

Bronze Age burial (HLY 003). Perhaps these burnt flints are part of a wider spread from a nearby but unknown prehistoric site.

There is no evidence of medieval activity related to the nearby All saints church (HLY 020). Modern post-hole F5 may be part of a fence belonging to a now disused manège to the north of the site. Conversation with the client indicates that there was some minor mineral extraction west of the site in the 19th century.

## 10 Acknowledgements

CAT is grateful to Mrs Vanessa Bishop for commissioning and funding the project. Site work was managed by Ben Holloway, and undertaken by BH and Robin Mathieson. Figures are by Mark Baister and Emma Holloway. The project was monitored by Rachael Abraham for Suffolk County Council Archaeological Services.

## 11 References

Note: all CAT reports, except for DBAs, are available online in .pdf format at <http://cat.essex.ac.uk>

CAT	2015	<i>Written Scheme of Investigation for an archaeological evaluation by trial trenching on land south-east of the Dell, Meadow Farm Lane, Hollesley, Suffolk</i> , by Emma Holloway
ClfA	2014a	<i>Standard and guidance for archaeological field evaluation</i>
ClfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>
EAA 14	2003	<i>Standards for field archaeology in the East of England</i> , East Anglian Archaeology, Occasional Papers, <b>14</b> , ed by D Gurney
EAA 24	2011	<i>Research and archaeology revisited: A revised framework for the East of England</i> , East Anglian Archaeology Occasional Papers <b>24</b> , by Maria Medlycott
EH	2006	<i>Management of Research Projects in the Historic Environment</i> (English Heritage)
SCCAS	2010	<i>Archive Guidelines</i>
SCCAS	2011	<i>Requirements for a Trenched Archaeological Evaluation v1.3</i>
SCCAS	2015	<i>Brief for a Trenched Evaluation at land south east of The Dell, Meadow Farm Lane, Hollesley, Suffolk</i> , by Rachael Abraham
Webster, P	1996	<i>Roman samian pottery in Britain</i> . CBA practical handbook in archaeology 13.

## 12 Abbreviations and glossary

Bronze Age	period circa 2500- 700 BCE
ClfA	Chartered Institute for Archaeologists
context	specific location of finds on an archaeological site
feature (F)	an identifiable thing like a pit, a wall, a drain, can contain 'contexts'
layer (L)	distinct or distinguishable deposit of soil
modern	period from c AD 1800 to the present
natural	geological deposit undisturbed by human activity
Neolithic	period circa 4500 - 2500 BCE
prehistoric	pre-Roman
residual	something out of its original context, eg a Roman coin in a modern pit
Roman	the period from AD 43 to c AD410
SCCAS	Suffolk County Council Archaeological Services

SCHER Suffolk County Historic Environment Record  
 section (abbreviation sx or Sx) vertical slice through feature/s or layer/s  
 U/S unstratified, ie without a well-defined context  
 WSI Written Scheme of Investigation

### 13 Contents of archive

**Finds:** 1 museum box containing all finds.

#### Paper and digital record

One A4 document wallet containing:  
 The report (CAT Report 845)  
 SCCAS Evaluation Brief  
 CAT Written Scheme of Investigation  
 Original site record (Feature and Layer sheets, Trench record sheet, Finds record)  
 Site digital photographic log  
 Site photographic record on CD  
 Sundries (Attendance register, Benchmark data, Risk assessment).

### 14 Archive deposition

The paper archive and finds are currently held by CAT at Roman Circus House, Roman Circus Walk, Colchester, Essex, but will be permanently deposited with SCCAS under project code HLY 145.

### 15 Context list

Feature no	Type	Dated finds	fill	Period
F1	ditch	burnt flint	medium grey/brown sandy silt with charcoal flecks	undated (Roman?)
F2	pit	Roman sherd, 2nd century, burnt flint	medium grey/brown sandy silt with charcoal flecks	Roman 2nd century
F3	ditch	burnt flint	medium grey/brown sandy silt with charcoal flecks	undated (Roman?)
F4	pit	--	medium grey/brown sandy silt	undated (Roman?)
F5	post-hole	--	traces of wooden post still visible	modern
L1	topsoil	fragments of coal (not kept)	dark grey/brown sandy silt	modern
L2	accumulation cut by posthole F5	none	medium grey brown sandy silt with charcoal flecks	post-medieval
L3	natural	-	firm dry orange sand	-

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**Distribution list:**

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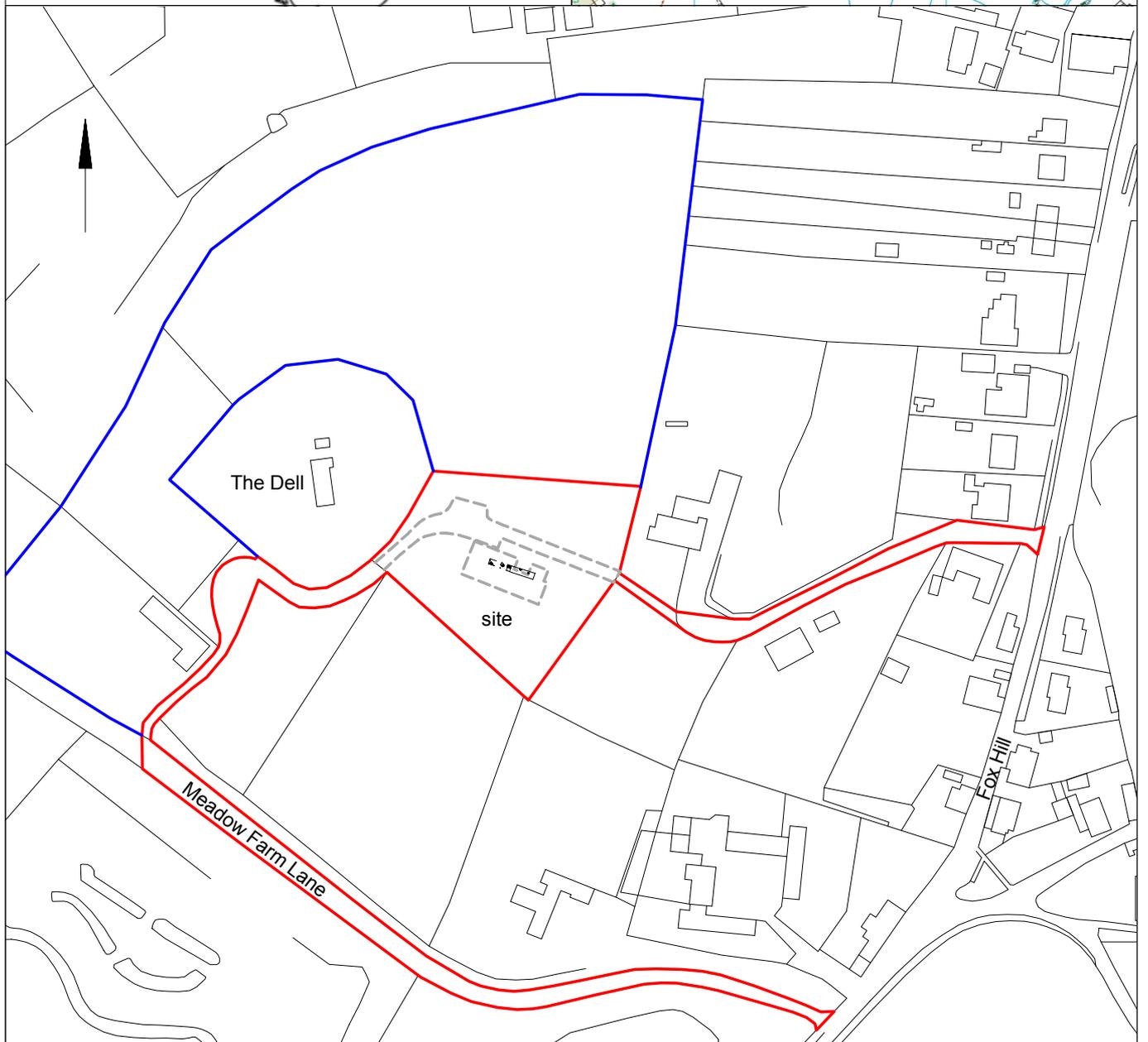
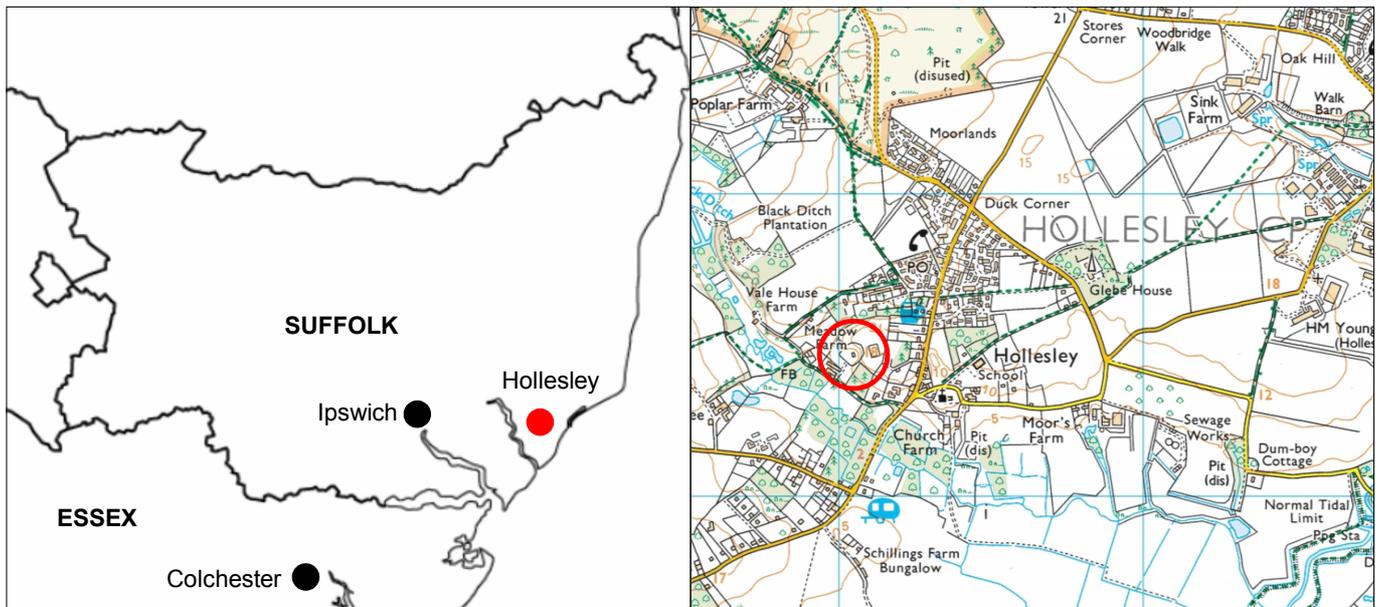
checked by: *Howard Brooks*  
date: 17.06.15

*revised 02/12/15*

**Appendices (following pages)**

CAT WSI

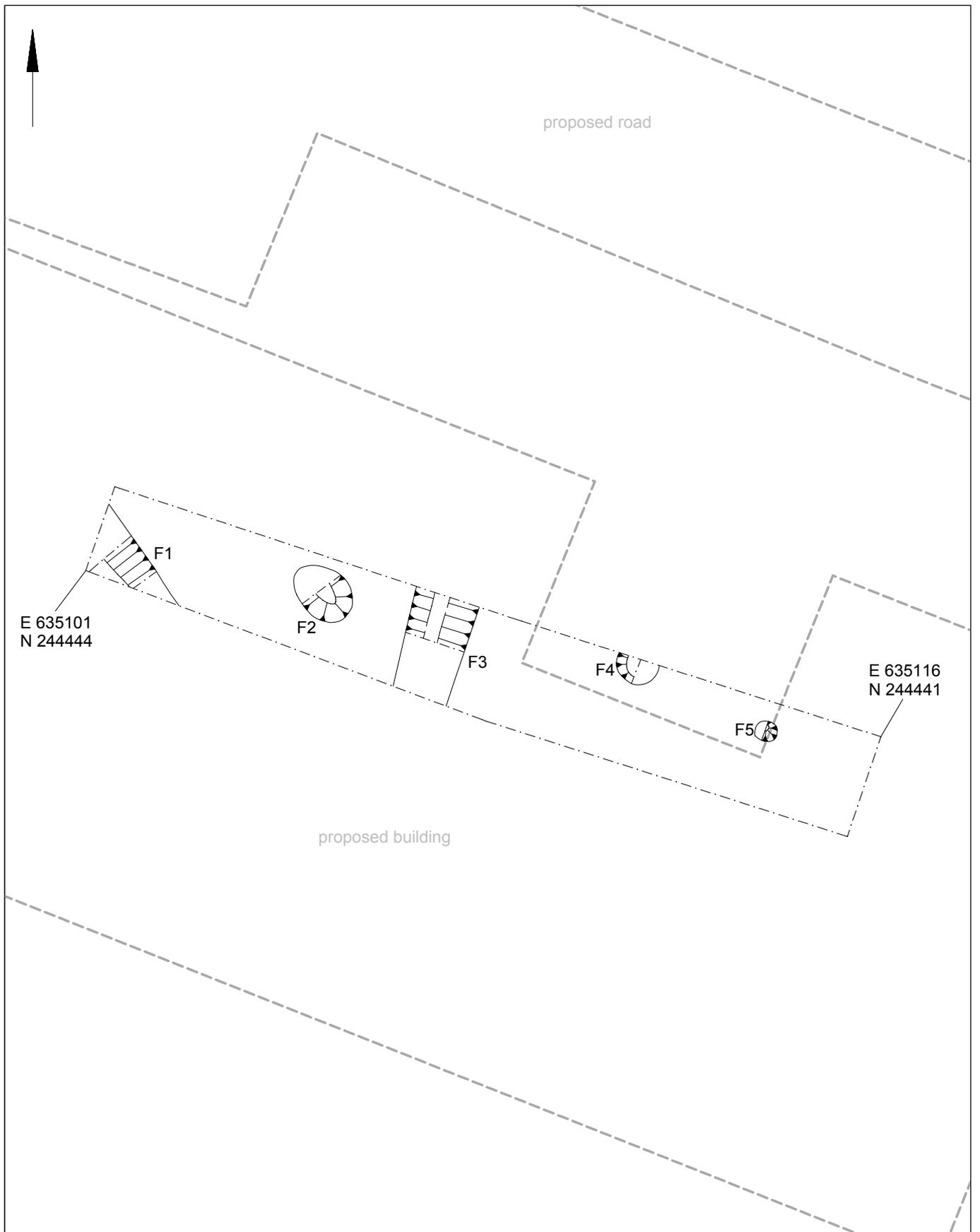
OASIS summary



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Fig 1 Site location.





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Fig 2 Evaluation results.



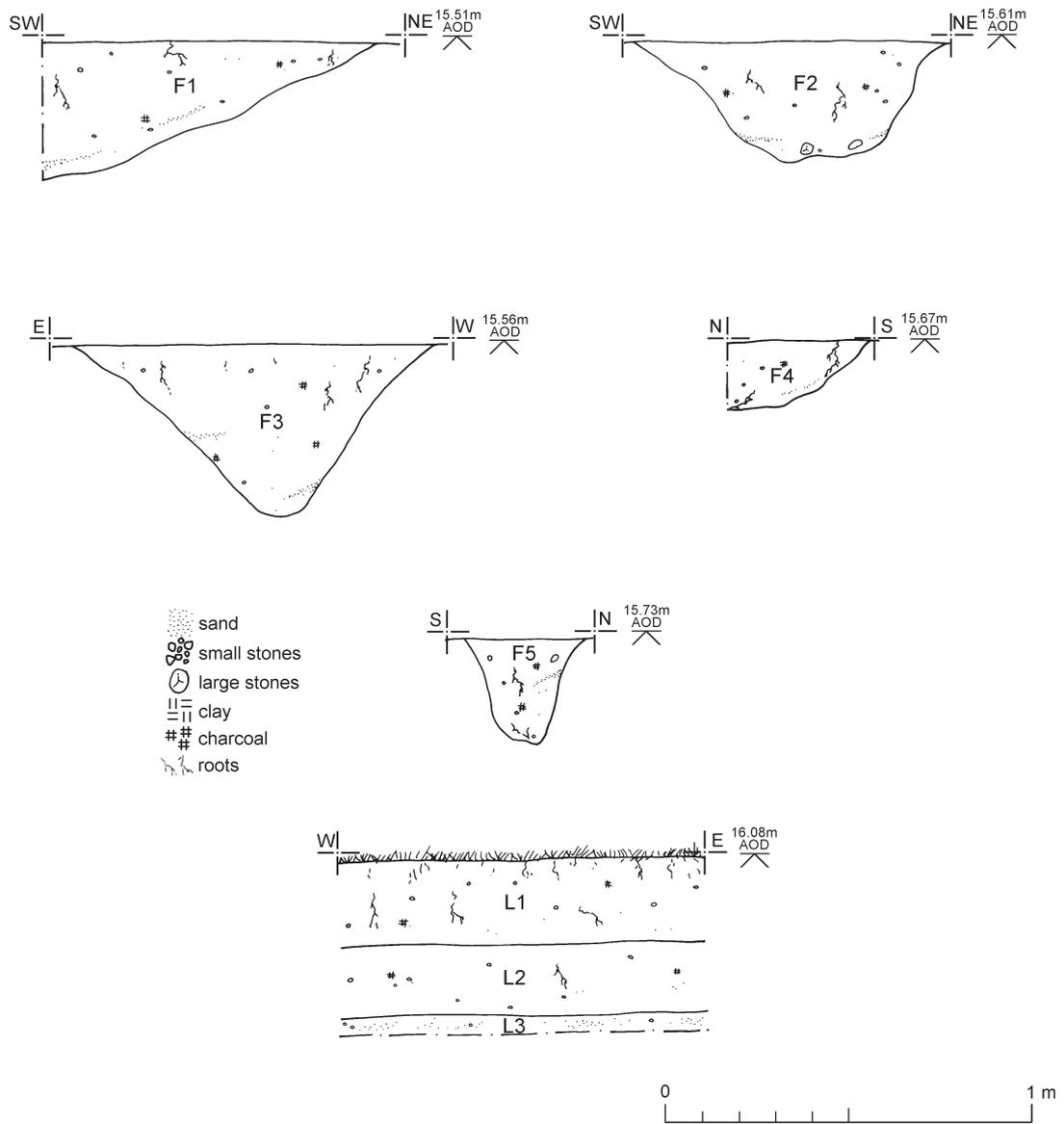


Fig 3 Feature sections (F1-5) and representative trench section (T1).

# Appendix 1

(following pages)

# Written Scheme of Investigation (WSI) for an Archaeological Evaluation by trial trenching on land to the south east of The Dell, Meadow Farm Lane, Hollesley, Suffolk

**NGR:** TM 351 444 (centre)

**Planning references:** DC/14/0056/FUL

**Client:** Vanessa and John Bishop

**Agent:**

**Curating Museum:** Suffolk

**Suffolk Parish number:** HLY 145

**Suffolk Event code:** ESF23075

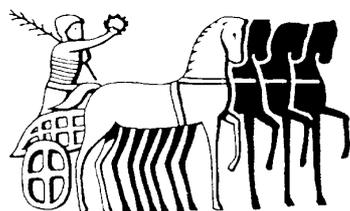
**CAT Project code:** 15/05e

**Site Manager:** Ben Holloway

**SCCAS/CT Monitor:** Rachael Abraham

**This WSI written:** 19.05.2015

**Revision1:** 21.05.2015



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## Site Location and Description

The site is located at land south east of the Dell, Meadow Farm Lane, Hollesley, Suffolk, IP12 3RQ. The site is located on an area currently a garden, north of Meadow Farm Lane on the south western edge of the village (Fig 1). Hollesley is approximately 5 miles south east of the market town of Woodbridge on the Bawdsey peninsula. Site centre is NGR TM 351 444(c).

## Proposed work

The development comprises the erection of a new two-storey four-bedroom house with a studio, access road and associated utilities.

## Archaeological Background

The following archaeological background draws on the Suffolk Historic Environment Record ([heritage.suffolk.gov.uk](http://heritage.suffolk.gov.uk)) and the brief:

This application lies in an area of archaeological interest recorded in the County Historic Environment Record, northwest of the medieval church (HLY 020). Less than half a mile to the northwest of the site at Vale Farm, Stebbing Lane (HLY 007), an early medieval clamp kiln site with interesting pottery and Roman pottery was found. Approximately half a mile to the west at Walnut Tree Farm, Bushy Lane (HLY 006) an enclosure, field system and linear feature of unknown date was uncovered.

The site is also situated in an area which is topographically favorable for early settlement. As a result there is high potential for encountering early occupation deposits at this location.

## Planning Background

The planning application was submitted to Suffolk Coastal District Council in January 2014 for the proposed work (above: *DC/14/0056/FUL*). As the site lies within an area highlighted by the Suffolk HER as having a high potential for archaeological deposits, an archaeological condition was recommended by the Suffolk Historic Environment Officer (SCCAS/CT). The recommended archaeological condition is based on the condition based on the guidance given in the *National Planning Policy Framework* (DCLG 2012) and in this case in section 3 of the planning permission:

*" No development shall take place within the area indicated [the whole site] until the implementation of a programme of archaeological work has been secured, in accordance with a Written Scheme of Investigation which has been submitted to and approved in writing by the Local Planning Authority. The scheme of investigation shall include an assessment of significance and research questions."*

## Requirement for Work

The required archaeological work is for a archaeological evaluation by trial trenching. Details are given in a Project Brief written by SCCAS (Brief for a Trenched Archaeological Evaluation at Land south east of The Dell, Meadow Farm Lane, Hollesley, Suffolk - SCC April 2015).

Specifically, the work will include undertaking one trial trench 15m x 1.8m covering a total of 27m<sup>2</sup> across the footprint of the proposed house. If any unexpected remains are encountered the SCCAS/CT will be notified immediately. All features and finds uncovered will be planned and excavation will be undertaken to achieve the aims set out below. A report will then be prepared to inform any subsequent decision-making. Should significant or unusual archaeological deposits be revealed further evaluation or open area excavation could be required. Any further work would be the subject of an additional brief issued by SCCAS.

## Aims

As per section 4 of the brief a linear trenched evaluation is required of the development area to enable the archaeological resource, both in quality and extent, to be accurately quantified.

The Trial Trenching is required to:

- Identify the date, approximate form and purpose of any archaeological deposit,

- together with its likely extent, localised depth and quality of preservation.
- Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.
- Establish the potential for the survival of environmental evidence.
- Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

## Staffing

The number of field staff for this project is estimated as follows: one Project Officer with an experienced archaeologist to assist with excavation and recording.  
In charge of day-to-day site work: Ben Holloway

## General Methodology

All work carried out by CAT will be in accordance with:

- professional standards of the Chartered Institute for Archaeologists, including its *Code of Conduct* (CIfA 2008a, b)
- Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011)
- relevant Health & Safety guidelines and requirements (CAT 2014)
- the Project Brief issued by SCC Historic Environment Officer (SCC 2015)
- The outline specification within *Requirements for a Trenched Archaeological Evaluation* (SCC 2011) to be used alongside the Project Brief

Professional CAT field archaeologists will undertake all specified archaeological work, for which they will be suitably experienced and qualified.

Notification of the supervisor/project manager's name and the start date for the project will be provided to SCCAS/CT one week before start of work.

Unless it is the responsibility of other site contractors, CAT will study mains service locations and avoid damage to these.

Prior to the commencement of the site a parish code and Event number will be sought from the HER team. This code will be used to identify the finds bags and boxes, and the project archive when it is deposited at the curating museum.

At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed on Details, Location and Creators forms. At the end of the project all parts of the OASIS online form will be completed for submission to EHER. This will include an uploaded .PDF version of the entire report.

## Evaluation trenching methodology

Where appropriate, modern overburden and any topsoil stripping/levelling will be performed using a mechanical excavator equipped with a toothless ditching bucket under the supervision and to the satisfaction of a professional archaeologist. If no archaeologically significant deposits are exposed, machine excavation will continue until natural subsoil is reached. Details are given in a Project Brief. Once the strip is complete a meeting will be held on site with SCCAS/CT to discuss what further work is needed.

If archaeological features or deposits are uncovered, time will be allowed for these to be planned and recorded.

Where necessary, areas will be cleaned by hand to ensure the visibility of archaeological deposits.

There will be sufficient excavation to give clear evidence for the period, depth and nature of any archaeological deposit. For linear features 1m wide sections will be excavated across their width to a total of 10% of the overall length. Discrete features, such as pits, will have 50% of their fills excavated, although certain features may be fully excavated. The depth and nature of colluvial or other masking deposits will be established across the site.

Complex archaeological structures such as walls, kilns, or ovens will be sufficiently defined for recording, but will not be removed.

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

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.

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

All features and layers or other significant deposits will be planned, and their profiles or sections recorded. 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 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 will accompany the photographic record. This will detail as a minimum feature number, location, and direction of shot.

### **Site surveying**

Normal scale for archaeological site plans and sections is 1:20 and 1:10 respectively, unless circumstances indicate that other scales would be more appropriate.

The site grid will be tied into the National Grid. Corners of excavation areas and trenches will be tied into Ordnance Datum.

### **Environmental sampling policy**

The number and range of samples collected will be adequate to determine the potential of the site, with particular focus on palaeoenvironmental remains including both biological remains (e.g. plants, small vertebrates) and small sized artefacts (e.g. smithing debris), and to provide information for sampling strategies on any future excavation. Samples will be collected for potential micromorphological and other pedological sedimentological analysis. Environmental bulk samples will be 40 litres in size (assuming context is large enough)

Sampling strategies will address questions of:

- the range of preservation types (charred, mineral-replaced, waterlogged), and their quality
- concentrations of macro-remains
- and differences in remains from undated and dated features
- variation between different feature types and areas of site

CAT has an arrangement with Val Fryer (Loddon) whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course. Val Fryer will do any processing and reporting.

Should any complex, or otherwise outstanding deposits be encountered, VF will be asked onto site to advise. Waterlogged 'organic' features will always be sampled. In all cases, the advice of VF and/or the English Heritage Regional Advisor in Archaeological Science (East of England) on sampling strategies for complex or waterlogged deposits will be followed, including the taking monolith samples.

### **Human remains**

Policy depends on the age of the burial. 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 SCCAS/CT will be informed, and any advice and/or instruction from the coroner will be followed.

Human remains will be left *in-situ* unless their removal is unavoidable for some particular reason. If this were the case allowance will be made in the budget and timetable to allow a human bone specialist to visit site to advise on recording and lifting human remains, and for

an experienced conservator to visit site and advise on recording and lifting of fragile grave goods.

### **Photographic record**

Will include both general and feature-specific photographs, the latter with scale and north arrow. A photo register giving context number, details, and direction of shot will be prepared on site, and included in site archive.

### **Post-excavation assessment**

If a post-excavation assessment is required by SCCAS/CT, it will be normally be submitted within 2 months of the end of fieldwork, or as quickly as is reasonably practicable and at a time agreed with SCCAS/CT.

Where archaeological results do not warrant a post-excavation assessment, preparation of the normal site report will begin. This is usually a PDF report available as hard copy, and also published on the CAT website and on the OASiS website.

### **Finds**

All significant finds will be retained.

All finds, where appropriate, will be washed and marked with site code and context number.

Stephen Benfield (CAT) normally writes our finds reports. Some categories of finds are automatically referred to other CAT specialists:

animal bones (small groups): Adam Wightman

flints: Adam Wightman

or to outside specialists:

small finds, metalwork, coins, etc: Nina Crummy.

animal bones (large groups) and human remains: Julie Curl (*Sylvanus*)

environmental processing and reporting: Val Fryer (Loddon)

conservation of finds: staff at Colchester Museum

Other specialists whose opinion can be sought on large or complex groups include:

Roman brick/tile: Ernest Black

Roman glass: Hilary Cool

Prehistoric pottery: Paul Sealey

Other: EH Regional Adviser in Archaeological Science (East of England).

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.

Requirements for conservation and storage of finds will be agreed with the appropriate museum prior to the start of work, and confirmed to SCCAS/CT.

### **Results**

Notification will be given to SCCAS/CT when the fieldwork has been completed.

An appropriate archive will be prepared to minimum acceptable standards outlined in *Management of Research Projects in the Historic Environment* (English Heritage 2006).

The draft report will be submitted within 6 months of the end of fieldwork for approval by SCCAS/CT.

Final report will normally be submitted to SCCAS/CT as PDF, but printed copy can be provided on request.

The report will contain:

- The aims and methods adopted in the course of the archaeological project
- Location plan of the area in relation to the proposed development.
- Section/s drawings showing depth of deposits from present ground level with Ordnance Datum, vertical and horizontal scale.
- Archaeological methodology and detailed results including a suitable conclusion and discussion and results referring to Regional Research Frameworks (EAA8, EAA14 & EAA24).

- All specialist reports or assessments
- A concise non-technical summary of the project results.

A HER summary sheet will also be completed within four weeks and supplied to SCCAS/CT as an appendix to the CAT site report.

Results will be published, to at least a summary level in the year following the archaeological fieldwork. An allowance will be made in the project costs for the report to be published in an adequately peer reviewed journal or monograph series

### Archive Deposition

The requirements for archive storage shall be agreed with the curating museum.

If the finds are to remain with the landowner, a full copy of the archive will be housed with the curating museum.

The archive will be deposited with the appropriate museum within 3 months of the completion of the final publication report, with a summary of the contents of the archive supplied to SCCAS/CT.

### Monitoring

SCCAS/CT 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 SCCAS/CT one week in advance of its commencement.

Any variations in this WSI will be agreed with SCCAS/CT prior to them being carried out.

SCCAS/CT will be notified when the fieldwork is complete.

The involvement of SCCAS/CT shall be acknowledged in any report or publication generated by this project.

### References

Brown, N and Glazenbrook, 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)
CAT	2014	<i>Health &amp; Safety Policy</i>
CIfA	2008a	Standard and Guidance for an archaeological watching brief
CIfA	2008b	Standard and guidance for the collection, documentation, conservation and research of archaeological materials
CM	2008	<i>Guidelines on standards and practices for archaeological fieldwork in the Borough of Colchester</i>
CM	2008	<i>Guidelines on the Preparation and Transfer of Archaeological Archives to Colchester &amp; Ipswich Museums</i>
DCLG	2012	<i>National Planning Policy Framework</i>
Gurney, D	2003	<i>Standards for field archaeology in the East of England</i> . East Anglian Archaeology Occasional Papers 14 (EAA 14).
English Heritage	2006	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Medycott, M	2011	<i>Research and archaeology revisited: A revised framework for the East of England</i> . East Anglian Archaeology Occasional Papers 24 (EAA 24)
Pevsner, N & Radcliffe, E.	1974	<i>The Buildings of England: Suffolk</i> . (2nd edition), 73
SCC	2011	<i>Requirements for a Trenched Archaeological Evaluation (version 1.2)</i>
SCC brief	2015	Brief for a Trenched archaeological Evaluation at Land south east of the Dell, meadow Farm Lane, Hollesley, Suffolk. Rachel Abraham April 2015

E Holloway



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# Appendix 2

(following pages)

# OASIS DATA COLLECTION FORM: England

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## Printable version

**OASIS ID: colchest3-211602**

### Project details

Project name	Land SE of The Dell, Meadow Farm Lane, Hollesley, Eval
Short description of the project	The site is in the parish of Hollesley, to the south-east of Woodbridge. In advance of the construction of a new dwelling on land to the south east of 'The Dell', an evaluation trench revealed five features: a modern post-hole (part of an old fence?), two undated ditches (Roman?), and two pits, one certainly of Roman date. There are too few finds to indicate Roman-period settlement on this site - perhaps the finds are manure scatter on Roman-period fields associated with a nearby Roman settlement or farm. No archaeological strata or features were exposed which are worthy of preservation in situ. Further archaeological works (the exact nature of which have yet to be clarified) have been requested by SCCAS. The depth and nature of the soils sealing the archaeological features is consistent with soil generated by normal agricultural activities. There were no alluvial or colluvial deposits here.
Project dates	Start: 27-05-2015 End: 28-05-2015
Previous/future work	No / Not known
Any associated project reference codes	15/05e - Contracting Unit No.
Any associated project reference codes	HLY 145 - Sitecode
Any associated project reference codes	ESF 23075 - HER event no.
Type of project	Field evaluation
Site status	None
Current Land use	Other 5 - Garden
Monument type	PIT Roman
Monument type	PIT Uncertain
Monument type	DITCH Uncertain
Significant Finds	POTTERY Roman
Methods & techniques	""Targeted Trenches""

Development type Small-scale (e.g. single house, etc.)

Prompt National Planning Policy Framework - NPPF

Position in the planning process Between deposition of an application and determination

### Project location

Country England

Site location SUFFOLK SUFFOLK COASTAL HOLLESLEY Land south east of The Dell, Meadow Farm Lane, Hollesley, Suffolk

Postcode IP12 3RQ

Study area 27.00 Square metres

Site coordinates TM 351 444 52.0474525722 1.42905968408 52 02 50 N 001 25 44 E Point

Height OD / Depth Min: 15.66m Max: 15.66m

### Project creators

Name of Organisation Colchester Archaeological Trust

Project brief originator HEM Team Officer, SCC

Project design originator Colchester Archaeological Trust

Project director/manager Chris Lister

Project supervisor Ben Holloway

Type of sponsor/funding body Developer

### Project archives

Physical Archive recipient Suffolk HER

Physical Archive ID HLY 145

Physical Contents "Ceramics", "other"

Digital Archive recipient Suffolk HER

Digital Archive ID HLY 145

Digital Contents "Survey"

Digital Media available "Images raster / digital photography", "Survey", "Text"

Paper Archive Suffolk HER

recipient

Paper Archive ID HLY 145

Paper Contents "Ceramics", "Environmental", "other"

Paper Media available "Report"

Entered by Howard Brooks (hb@catuk.org)

Entered on 16 June 2015

## OASIS:

Please e-mail Historic England for OASIS help and advice

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