

Colchester Archaeological Trust



**CAT Report 1951
issued June 2023**

**Archaeological evaluation at The Bungalow,
Church Road, Bacton, Suffolk, CO14 4LJ: June 2023**



**CAT project ref.: 2023/05a
SCC parish code: BAC084**

**Archaeological evaluation at The Bungalow,
Church Road, Bacton, Suffolk, CO14 4LJ: June 2023**

NGR: TM 05190 67162 (centre)

**Planning district: Babergh
Planning ref.: DC/21/06766/FUL**

**CAT project ref.: 2023/05a
CAT Report 1951**

SCC Parish code: BAC084

**SCCAS monitor: Louisa Cunningham
OASIS id: colchest3-515377**

report prepared by Harvey Furniss

**fieldwork by Harvey Furniss with Matthew Perou and
George Williams**

**commissioned by Keith Webber,
Peter Wells Architects
on behalf of Imperial Homes Group Ltd**

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Issued:	29/06/2023	

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1 Summary

An archaeological evaluation (two trial-trenches) was carried out at The Bungalow, Church Road, Bacton, Suffolk in advance of the construction of a residential dwelling. The site is located within an archaeologically-sensitive area in the historic settlement of Bacton. However, the evaluation trenches revealed no archaeological features, just modern services.

2 Introduction (Fig 1)

This is the report for an archaeological evaluation carried out by Colchester Archaeological Trust (CAT) on 13th June 2023 at The Bungalow, Church Road, Bacton, Suffolk. The work was commissioned by Keith Webber of Peter Wells Architects, on behalf of Imperial Homes Group Ltd, in advance of the construction of a new detached three bedroom dwelling, new vehicular access and associated groundworks.

In response to consultation with Louisa Cunningham, Suffolk County Council Archaeological Service Advisor (SCCASA), it was advised that, 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. The condition is based on the guidance given in the National Planning Policy Framework (MHCLG 2021).

All archaeological work was carried out in accordance with a *Brief for a trenched evaluation at north-east side garden of The Bungalow, Church Road, Bacton* written by Louisa Cunningham and detailing the required archaeological work (SCCAS 2023a). A written scheme of investigation (WSI) was prepared by CAT in response to the brief and agreed with SCCASA in advance of the archaeological work taking place (CAT 2023).

In addition to the brief and WSI, all fieldwork and reporting was done in accordance with *Management of Research Projects in the Historic Environment (MoRPHE)* (Historic England 2016) and *Standards for field archaeology in the East of England (EAA 14 and 24)*. Our report mirrors standards and practices contained in the Institute for Archaeologists' *Standards and guidance for archaeological field evaluation* (ClfA 2014a) and *Standards and guidance for the collection, documentation, conservation and research of archaeological materials* (ClfA 2014b). *Requirements for a Trenched Archaeological Evaluation* (SCCAS 2023b) and *Archaeological Archives in Suffolk: Guidelines for Preparation and Deposition* (SCCAS 2022) were also followed.

3 Archaeological background

The following archaeological background draws on information from the Suffolk Historic Environment Record (archaeology.her@suffolk.gov.uk), SCC invoice number 9531322.

Geology

The British Geological Survey geology viewer (1:50,000 scale¹) indicates that the bedrock geology of the site is comprised of the Crag Group (sands, gravels, silts and clays, which are characteristically dark green from glauconite with haematite 'iron pans'). Superficial deposits comprise of Lowestoft formation (a sheet of chalky till with out-washes of sands and gravels).

Historic landscape

The development site is located within an area defined as ancient *rolling estate farmlands* in the Suffolk Landscape Character Assessment². These are rolling arable landscapes of chalky clays and loams dissected, sometimes deeply, by river valleys. The dissection by river has produced a variety of soil types. The settlement pattern is largely comprised of dispersed farmsteads of medieval origin. Villages in the area are often associated with village greens.

¹ British Geological Survey – <https://geologyviewer.bgs.ac.uk/>

² <http://www.suffolklandscape.org.uk/>

Within the Suffolk Historic Landscape Characterisation Map³, it is defined as Landscape type 5.1, meadow or managed wetland – meadow. An area of seasonally-wet grassland mown for hay or for grazing animals. The landscape immediately around the site includes:

- Landscape sub-type 10.2, built-up area-town.
- Landscape sub-group 3.1, post-1950 agricultural landscape – boundary loss from random fields.

The development site is located within an area defined as ancient *plateau claylands* in the Suffolk Landscape Character Assessment⁴. These are plateaux of heavy clay soils which either gently undulate or are flat and dissected by small streams. Site includes an ancient organic pattern of fields which contain substantial hedges of hawthorn and blackthorn. Many of these hedges have been removed to amalgamate fields. In the Bacton area, these fields created a very open 'prairie' landscape.

Within the Suffolk Historic Landscape Characterisation Map⁵, it is defined as Landscape type 10.3, built up area – village. Immediately surrounding the site there is also:

- Landscape sub-group 1.4, pre-18th century enclosures – irregular co-axial fields.
- Landscape sub-type 3.4, post-1950 agricultural loss from earlier irregular co-axial fields that pre-date the 18th century.

Archaeology⁶ (Fig 2)

(All measurements are taken from the centre point of the development site to the centre point of the archaeological site).

This background is focused on SHER search results within a 1km radius of the site. Bacton is a village located in the heart of rural mid-Suffolk, situated approximately 8km north of Stowmarket. The village was listed in the Domesday survey in 1086 as 'Bachetuna'.

Within the search area the following finds and features have been noted:

Prehistoric

A number of metal-detecting rallies have been carried out on farmland around the village. At the 2006 site (ESF19210, 368m NW) evidence of an Iron Age occupation was recorded. A subsequent geophysical survey revealed an enclosure containing probable Iron Age round-houses (BAC 010a/ESF21916, 478m NW). Scatters of Early Bronze Age flints were also found to the north of the enclosure (WYV 019, 616m NW). A single LIA coin was also found by the Portable Antiquities Scheme within the search area.

Roman

Evidence of a possible Roman villa was identified during a metal-detecting rally in 2006 (BAC 010b, 432m NW).

Further geophysical surveys conducted on land to the south of Pretymen Avenue, followed by a trial-trench evaluation in 2019, revealed features including ditches and an undated pit. Other ditches had been dated as post-medieval/modern which matched well with cartographic evidence from the late 19th century (BAC 050/ESF27001, 501m SE). An evaluation on land to the west of Broad Road identified a low level of Roman pits, ditches, and possible driveway as well as medieval and post-medieval contexts (BAC 081/ESF28745, 989m ENE).

Find spots within the search area include a Roman coin (886m SW) and a single abraded sherd of grey ware was found in topsoil during an evaluation at Bacton County Primary School (BAC 028/ESF20567, 125m SE).

³ The Suffolk Historic Landscape Characterisation Map, version 3, 2012, Suffolk County Council

⁴ <http://www.suffolklandscape.org.uk/>

⁵ The Suffolk Historic Landscape Characterisation Map, version 3, 2012, Suffolk County Council

⁶ This is based on records held at the Suffolk County Historic Environment Record (SCHER)

Medieval

The Church of St Mary the Virgin sits almost opposite the site (BAC014/DSF5393, 135m ENE). The church as it stands today is thought to date to the 14th century and is Grade I listed. The church is comprised of flint rubble walls with a plastered chancel and freestone dressings. The mid 14th-century tower contains a round-arched doorway which is thought may be 12th century in origin. A church was recorded in Bacton in the Domesday survey of 1086 and was probably on or close to the site of the current church. The early doorway may be a feature re-used from the earlier church.

Old Manor Cottage is a timber-framed aisled hall with plastered walls and a thatched roof. The house survives as the fragmentary 13th-century core of an open hall house with alterations of assorted dates, but principally in the mid 16th century (BAC 030/280505, 149m NNE).

A rectilinear moat at Pulham's farm (BAC 006, 525m SSE) and an incomplete moat near Manor Farm (BAC 009, 212. ENE) are probably medieval in origin.

A number of finds scatters containing medieval artefacts have been noted within the search area, including a large group of pottery sherds found during the construction of an ornamental pond at The Limes (BAC 011, 1,023m SW). A scatter of medieval and post-medieval artefacts including pottery, quernstone, animal bone and roof tile were recovered from a drainage trench in 1996 (BAC 021, 205m NE). A scatter of medieval finds including pottery and metal artefacts were also recorded during a metal-detecting rally approximately 812m north-west of the site (WYV 020). A medieval silver annular brooch has been found by the Portable Antiquities Scheme.

Post-medieval to modern

One of the most prominent buildings within the search area is Bacton Manor. The Grade II* listed manor was constructed in the 18th century by the Pretzman family. The Manor has a fine principle frontage which faces the village street. The Manor has large formal rooms and a staircase of high quality. A range was added to the rear in the 19th century. To the east of Bacton Manor is a now redundant threshing barn with attached sheds (BAC 041, 183m WNW).

There are a number of historic greens around the site. These are at least post-medieval in date but could be older. Carters Green and Ford's Green (BAC 020, 1,053m SE), Bacton Green and Alice's Green (BAC 078, starts from 798m SW) and Taylor's Green (BAC 218m ENE) are visible on the Hodkinson's map of 1783. The current site abuts the western edge of Taylor's Green. As village greens are a focal point of a settlement they often have dwellings located around the edge which may not exist today or be visible on historic maps.

Post-medieval features recorded during archaeological investigations include pits and a pottery scatter identified during a watching brief to the north of Manor Farm prior to the construction of a slurry lagoon (BAC 038, 235m NW), and an evaluation on land adjacent to Wyverstone Road in 2019 revealed two ditches and a pond. The latter contained no datable material but were thought to be at least post-medieval as they match features on the 1839 Tithe map of Bacton (BAC 053/ESF26585, 617m W).

The Suffolk Historic Environment Team have been working on a project to record lost and existing farmsteads in Suffolk. Farming has been a major factor in the development of Suffolk's landscape, both physically and socially throughout time. The farm buildings can help us to understand the agricultural practices and their development since the medieval period (SCCAS 2019). Key farmsteads within the search area are recorded on 19th century mapping (but may be much earlier in date). These include:

- Brickwall Farm, a 17th-century farmstead and 19th-century farmstead with a regular U-shaped courtyard plan (BAC 067/28053, 938m SE).
- Old Barn, a 19th-century outfarm with a regular U-shaped courtyard plan (BAC 070, 657m N).
- Lodge Farm (Bacton Lodge), a 17th-century farmhouse and 19th-century farmstead with a loose courtyard set in a four-sided plan (BAC 073, 880m SW).

- Coppings Farm, a 16th-century farmhouse and 19th-century farmstead with a loose courtyard set in a two-sided plan (BAC 074, 763m SW).
- Manorhouse Farm, an 18th-century farmhouse and 19th-century farmstead with a regular L-shaped multi-yard courtyard plan (BAC 075, 187m ENE).

A circular area defined and named 'Mill Hill' recorded on 1st Edition OS map of 1837 (BAC 015, 419m SSW), is likely to depict the location of a post-medieval mill.

Located approximately 713m to the east of the site is the Haughly to Norwich railway line (SUF 070). The Ipswich and Norwich Railway was authorised in 1846 as an Eastern Union Railways venture, and as an extension to the Ipswich and Bury Railway, to be built from a new junction at Haughly to Norwich Victoria Station. The line was opened to passengers in 1849 and is still in use as part of the Great Eastern main line.

Undated

Possible archaeological features were identified during a geophysical survey at the former Bacton Middle School site (BAC 046/ESF29338, 541m NW).

A large area of land was metal-detected in 2017 to the south-west of the village but any finds collected were not recorded at the SHER (ESF25839, 1,034m, SW).

Negative

No archaeological features or finds were recorded during the monitoring of groundworks at land between Stannards Cottage and Walnut Tree Cottage (ESF27397, 299m NE), at Homelands, Rectory Road (ESF27553, 976m SW), on land adjacent to Prettys House (ESF19418, 275m ENE), or at The Old Surgery (ESF19731, 15m NE).

Listed buildings⁷

There are 19 listed buildings within the search radius (1 Grade I, 1 Grade II* and 17 Grade II). They range in date from the late 13th to the 18th century.

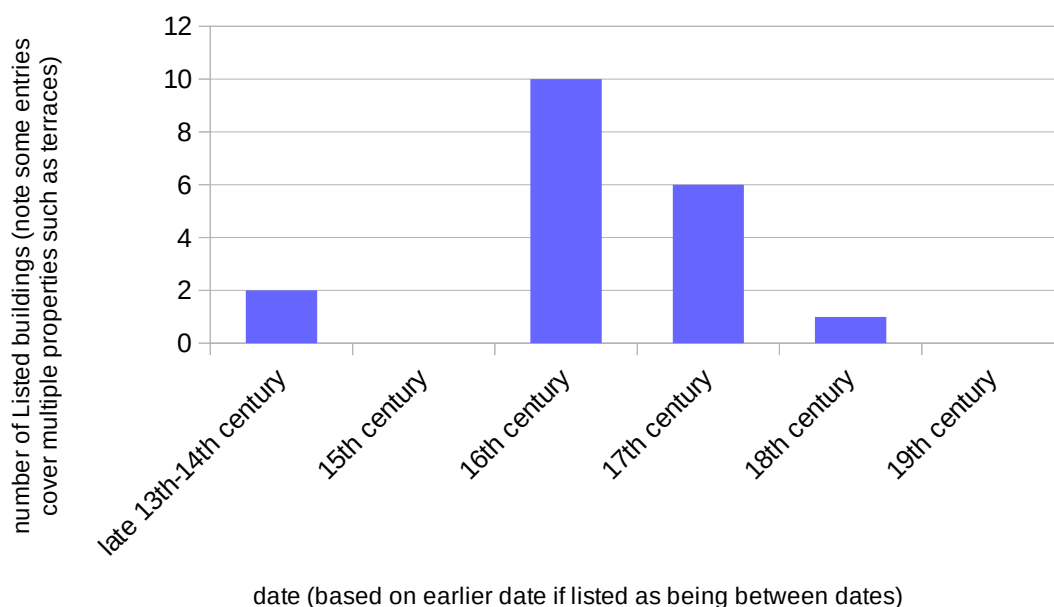


Table 1 Number of listed buildings based on their approximate construction date.

When looking at the listed buildings within the village there is a clear growth from the 16th century, which then drops away over time. Given the rural location this may represent a period of good fortune in agriculture or may be related to the prosperity caused by the flourishing wool

⁷ This is based on records held at the Suffolk County Historic Environment Record (SCHER).

industry in Suffolk, including at nearby Stowmarket, which by the 17th-18th century was less prosperous. All the listed buildings are timber-framed and most are plastered. A number of them have a thatched roof.

4 Aims

The aims of the evaluation were 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 costs.

5 Methodology

As per the WSI (appended to this report), two trial-trenches were laid out across the development site. The trenches were mechanically excavated under the supervision of a CAT archaeologist, and all archaeological horizons were excavated and recorded according to the WSI. There was sufficient excavation to give evidence for the period, depth and nature of all archaeological deposits. Individual records of deposits were entered on pro-forma record sheets. The evaluation trenches were surveyed by GPS with sections drawn by hand at 1:10. All trenches were digitally photographed with a scale and north arrow. A metal detector was used to check trenches, spoil heaps and excavated strata.

6 Results (Figs 3-4)

Two trial-trenches were machine-excavated in a T-shaped layout under the supervision of a CAT archaeologist. Site stratigraphy was modern topsoil (L1, 0.12-0.31m thick) sealing a buried soil layer (L2, 0.26-0.42m thick) which overlaid natural (L3, encountered at a depth of 0.38-0.73m below current ground level).

Trench 1 (T1) - 10m long, 1.8m wide

No archaeological contexts were encountered within T1. A modern drainage trench was uncovered and excavated to reveal a ceramic pipe on a north/south alignment.

Trench 2 (T2) - 10m long, 1.8m wide

No archaeological contexts were encountered within T2. The trench position was altered due to two trees located in its intended position. The trench was kept within the footprint of the proposed building layout.



Photograph 1 Trench 1, looking north-east.



Photograph 2 Trench 2, looking north.



Photograph 3 Trench 2 representative section, looking south-east.



Photograph 4 Modern service in T1, looking south south-east.

7 Finds

There were no archaeological finds from site.

8 Conclusion

Depsite being located in an archaeologically rich landscape, the archaeological evaluation at The Bungalow in Bacton was devoid of any archaeological features.

9 Acknowledgements

CAT would like to thank Keith Webber and Peter Wells Architects for commissioning the work on behalf of Imperial Homes Group Ltd. The project was managed by C Lister and A Wightman, with fieldwork carried out by H Furniss with M Perou and G Williams. Figures were compiled by C Lister, E Holloway and H Furniss. The project was monitored for SCCAS by Louisa Cunningham.

10 References

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

Brown, D	2011	<i>Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation</i>
Brown, N & Glazebrook, J	2000	<i>Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy.</i> East Anglian Archaeology Occasional Paper 8 (EAA 8)
CAT	2023	<i>Health & Safety Policy</i>
CAT	2023	<i>Written scheme of investigation for an evaluation by trial-trenching at The Bungalow, Church Road, Bacton, Suffolk, IP14 4LJ</i>
Cifa	2014a	<i>Standard and Guidance for archaeological evaluation.</i> Revised October 2020
Cifa	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials.</i> Revised October 2020
Cifa	2014c	<i>Code of Conduct.</i> Revised October 2022
Gurney, D	2003	<i>Standards for field archaeology in the East of England.</i> East Anglian Archaeology Occasional Papers 14 (EAA 14).
Historic England	2016	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Medlycott, M	2011	<i>Research and archaeology revisited: A revised framework for the East of England.</i> East Anglian Archaeology Occasional Papers 24 (EAA 24)
MHCLG	2021	<i>National Planning Policy Framework.</i> Ministry of Housing, Communities and Local Government.
SCC	2012	<i>The Suffolk Historic Landscape Characterisation Map, version 3</i>
SCC	2019	<i>Farmsteads in the Suffolk Countryside Project.</i> G Campbell and G McSorley
SCCAS	2022	<i>Archaeological Archives in Suffolk: Guidelines for Preparation and Deposition</i>
SCCAS	2023a	<i>Brief for a trenched evaluation at North-East side Garden Of The Bungalow, Church Road, Bacton</i>
SCCAS	2023b	<i>Requirements for a Trenched Archaeological Evaluation.</i> Revised Nov 2023

11 Abbreviations and glossary

Bronze Age	period from c 2500 – 700 BC
CAT	Colchester Archaeological Trust
Cifa	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'
Iron Age	period from 700 BC to Roman invasion of AD 43
layer (L)	distinct or distinguishable deposit (layer) of material
medieval	period from AD 1066 to c 1500
modern	period from c AD 1800 to the present
natural	geological deposit undisturbed by human activity
NGR	National Grid Reference

OASIS	Online Access to the Index of Archaeological Investigations, http://oasis.ac.uk/pages/wiki/Main
post-medieval	from c AD 1500 to c 1800
prehistoric	pre-Roman
Roman	the period from AD 43 to c AD 410
SCC	Suffolk County Council
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
WSI	written scheme of investigation

12 Archive deposition

Digital record: This project falls within the ClfA definition of a sterile project (<https://www.archaeologists.net/selection-toolkit/sterile-projects>), and as such the preserved archaeological archive will take the form of a single digital document that incorporates all the relevant elements from the project archive. This document will be uploaded to OASIS and released into the Archaeological Data Service (ADS) library, from where it will be curated by the ADS. The single digital document will include the report, brief, wsi, photographs, and original site data (for example context sheets, section drawings).

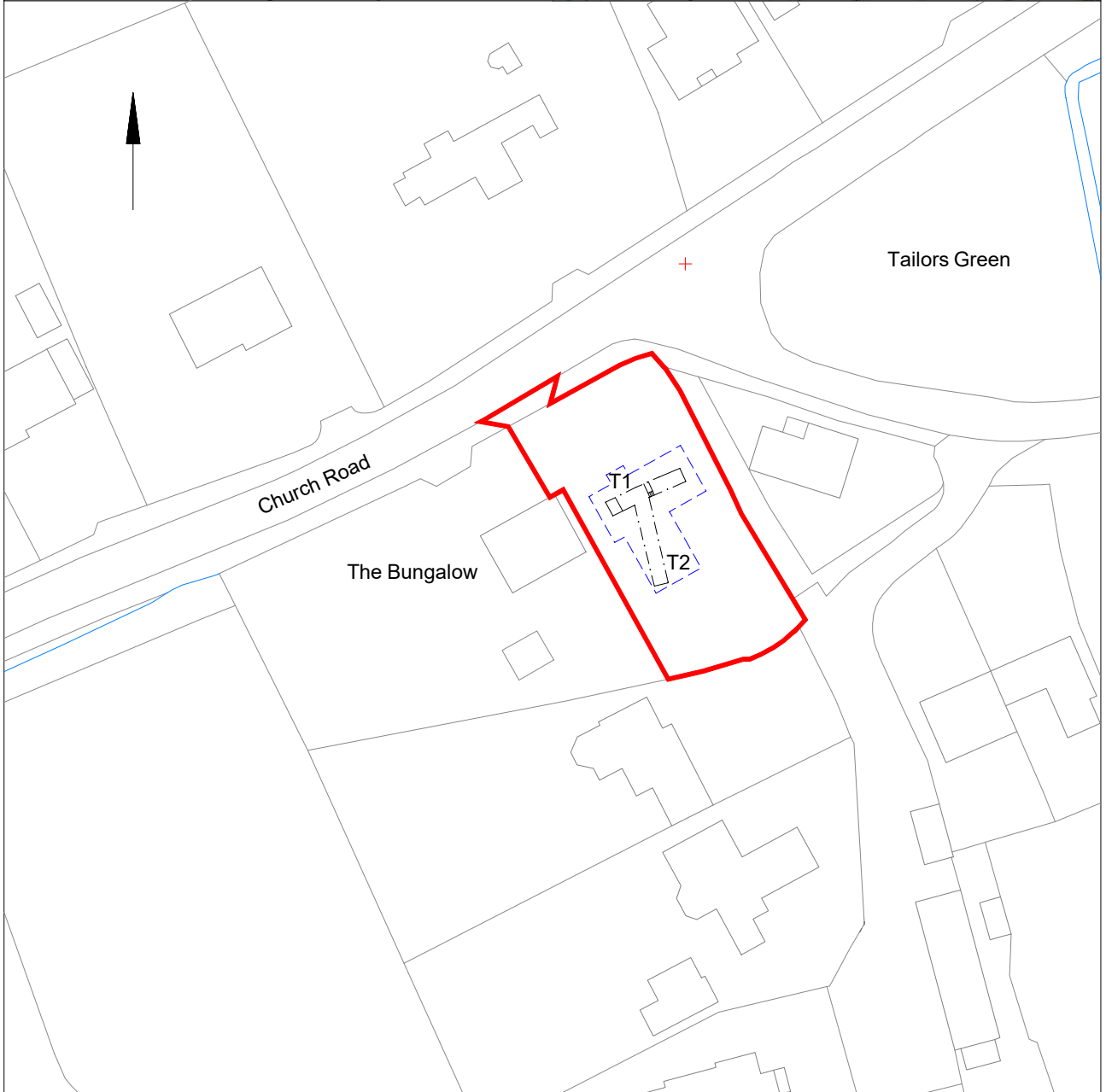
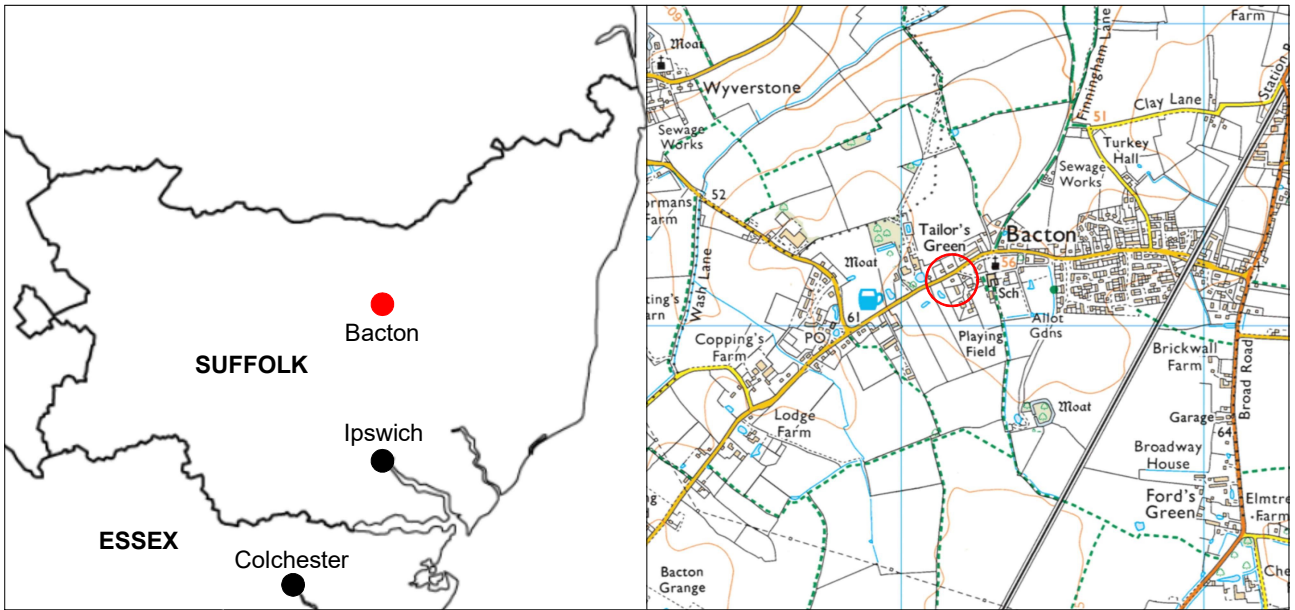
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Distribution list:

Keith Webber, Peter Wells Architects
Imperial Homes Group Ltd
Louisa Cunningham, Suffolk County Council Archaeological Service
Suffolk Historic Environment Record

Appendix 1 Context list

Context	Trench	Finds no.	Context type	Description	Date
L1	All	-	Topsoil	Soft to firm, dry medium greyish-brown sandy silt with small rounded stone inclusions	Modern
L2	All	-	Buried soil	Firm, dry light brownish-orange silty clay with occasional rooting and rounded stone inclusions	Undated
L3	All	-	Natural	Firm, dry light brownish-orange mottled chalky clay	Post-glacial



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Fig 1 Site location.



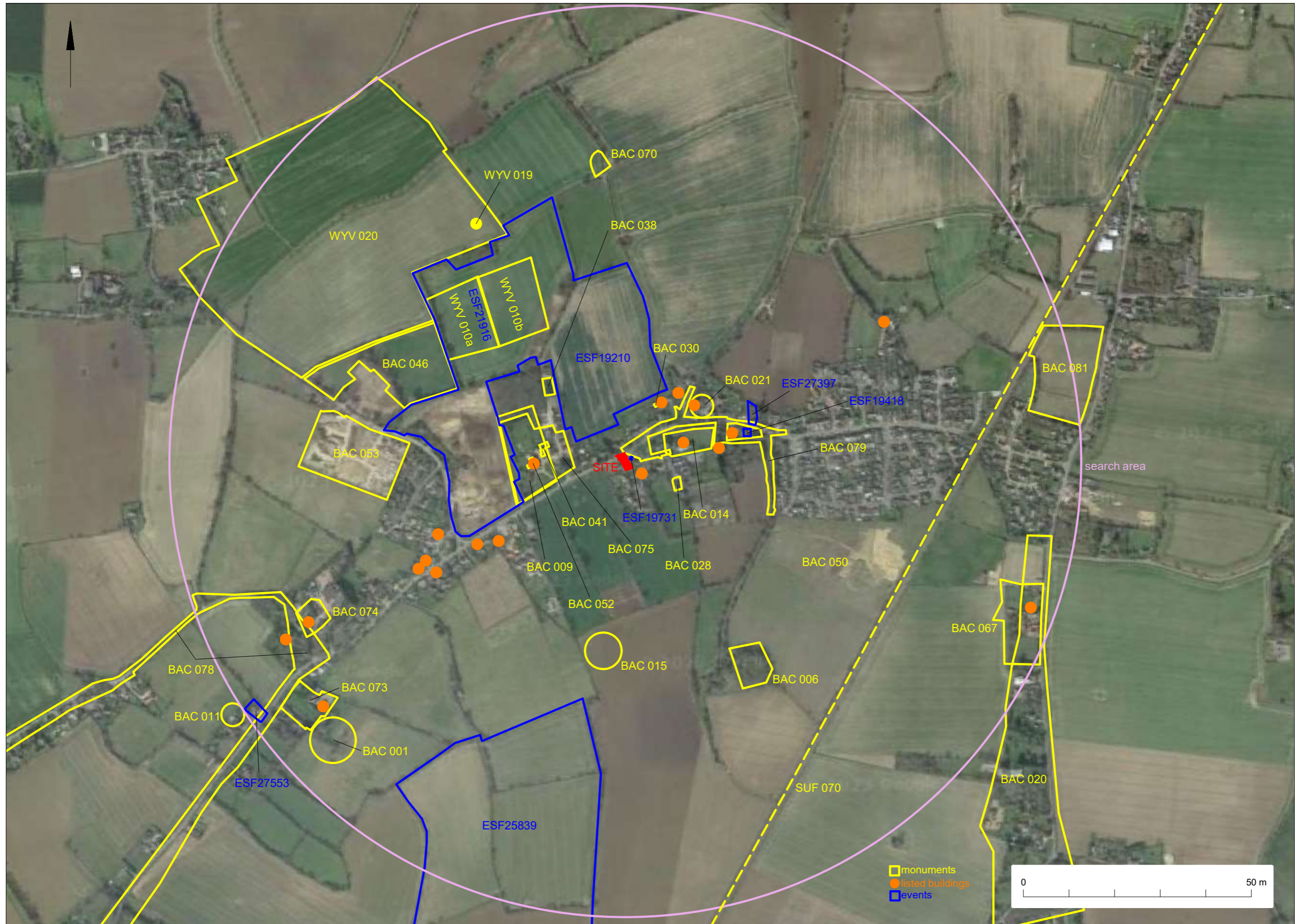
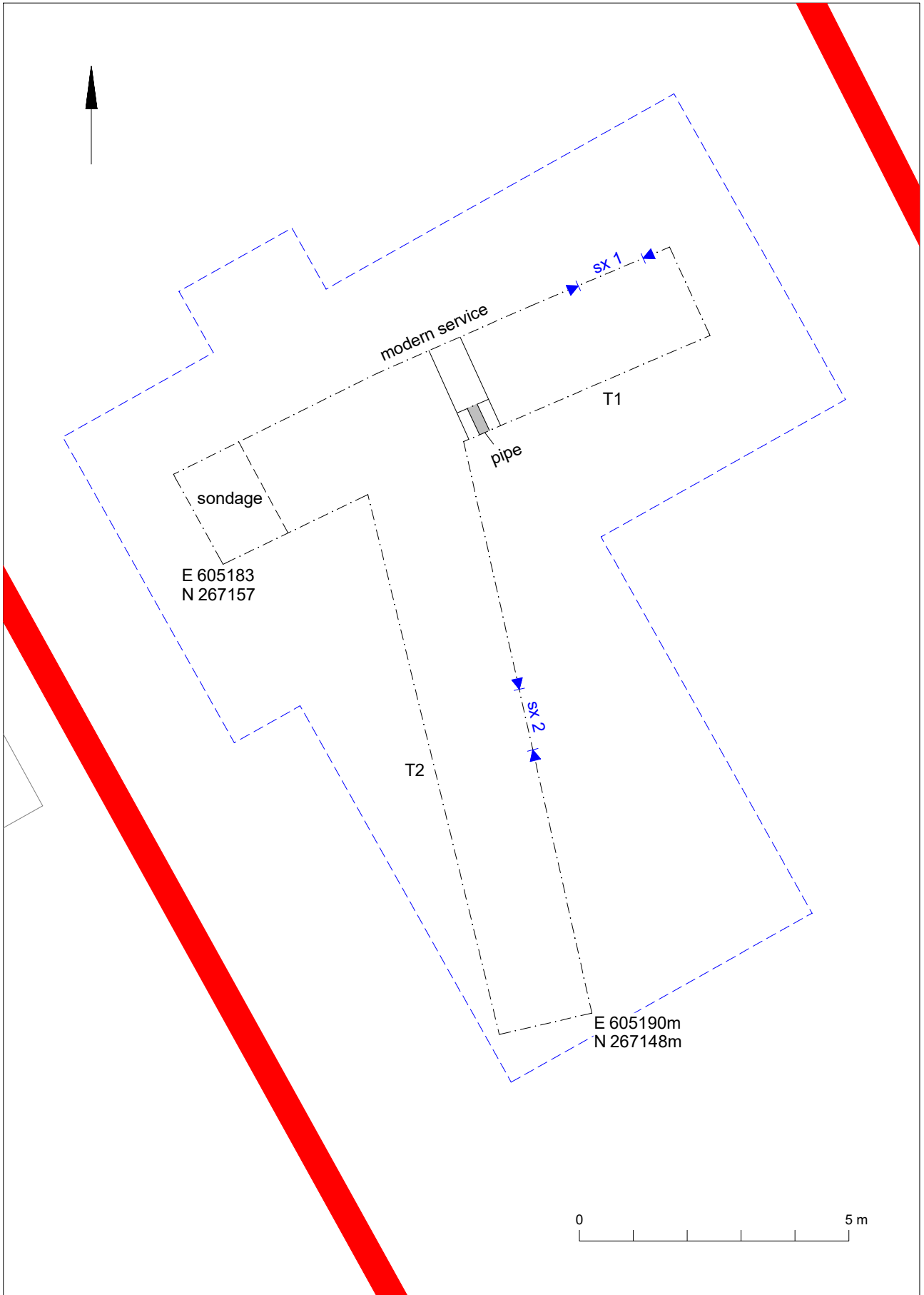


Fig 2 Development site (red) in relation to archaeological data recorded on the Suffolk Historic Environment records.



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Fig 3 Results

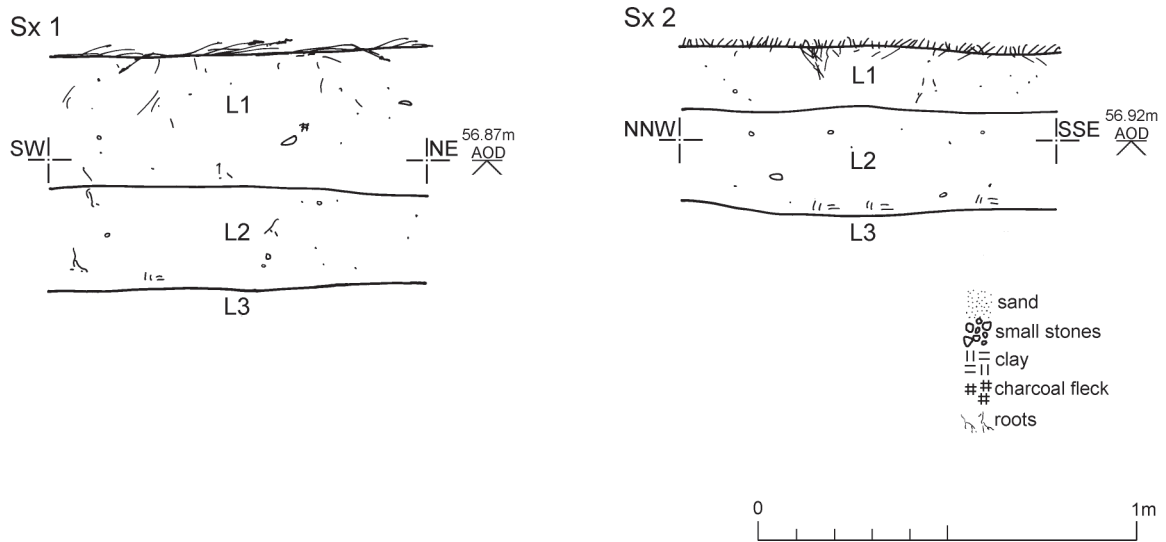


Fig 4 Representative sections.

Colchester Archaeological Trust



**Written scheme of investigation
for an evaluation by trial-trenching at The Bungalow,
Church Road, Bacton, Suffolk, IP14 4LJ**

May 2023

**CAT project ref.: 2023/05a
SCC parish code: BAC 084**

**Written scheme of investigation for an evaluation by
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May 2023

NGR: TM 05190 67162

**Planning district.: Babergh
Planning ref.: DC/21/06766/FUL**

CAT project ref.: 2023/05a

**Curating museum: Suffolk County Council
Archaeological Service
SCC Parish code: BAC 084**

**SCCAS monitor: Louisa Cunningham
OASIS id: colchest3-515377**

**WSI prepared by: Emma Holloway
Figures by: Chris Lister and Emma Holloway**

**Commissioned by: Keith Webber (Peter Wells Architects)
Client: Imperial Homes Group Ltd**

Prepared by:	Emma Holloway	Junior Project Officer
Reviewed and approved by:	Chris Lister	Contracts Manager
Issued:	26/05/2023	

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Site location and description

The site is located in the centre of the village of Bacton, adjacent to the village church, The Bungalow is on the southern side of Church Road, Bacton, Suffolk (Fig 1). The site is centred on National Grid Reference (NGR) TM 05190 67162.

The site comprises of a c 0.07 hectare plot comprising of the north-eastern side of the garden of the existing dwelling. The garden has been split into three plots for development but they are under different planning applications.

Proposed work

The development will comprise of the construction of a new detached three bedroom dwelling, new vehicular access and associated groundworks.

Archaeological background

The following archaeological background draws on information from the Suffolk Historic Environment Record (archaeology.her@suffolk.gov.uk), SCC invoice number 9531322.

Geology

The British Geological Survey geology viewer (1:50,000 scale¹) shows the bedrock geology of the site is comprised of crag group (sands, gravels, silts and clays, which are characteristically dark green from glauconite with haematite 'iron pans'). Superficial deposits comprise of Lowestoft formation (a sheet of chalky till with out-washes of sands and gravels).

Historic landscape

The development site is located within an area defined as ancient *plateau claylands* in the Suffolk Landscape Character Assessment². These are plateaux of heavy clay soils which very gently undulating or flat dissected by small streams. It includes an ancient organic pattern of fields which contain substantial hedges of hawthorn and blackthorn. Many of these hedges have been removed to amalgamate fields. In the Bacton area these amalgamated fields created a very open 'prairie' landscape.

Within the Suffolk Historic Landscape Characterisation Map³ it is defined as Landscape type 10.3, built up area – village. Immediately surrounding the site there is also:

- Landscape sub-group 1.4, pre-18th century enclosures – irregular co-axial fields.
- Landscape sub-type 3.4, post-1950 agricultural loss from earlier irregular co-axial fields that pre-date the 18th century.

Archaeology⁴ (Fig 3)

(All measurements are taken from the centre point of the development site to the centre point of the archaeological site).

This background is focused on SHER search results within a 1km radius of the site.

Bacton is a village locate in the heart of rural mid-Suffolk, situated approximately 8km north of Stowmarket. The village was listed in the Domesday survey in 1086 as 'Bachetuna'.

Within the search area:

Prehistoric:

A number of metal-detecting rallies have been carried out on farmland around the village. At the 2006 site (ESF19210, 368m NW) evidence of an Iron Age occupation was recorded. A subsequent geophysical survey revealed an enclosure containing probable Iron Age round-houses (BAC 010a/ESF21916, 478m NW). Scatters of Early Bronze Age flints were also

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² <http://www.suffolklandscape.org.uk/>

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⁴ This is based on records held at the Suffolk County Historic Environment Record (SCHER)

found to the north of the enclosure (WYV 019, 616m NW). A single Late Iron Age coin is recorded by the Portable Antiquities Scheme within the search area.

Roman:

At the 2006 metal-detecting rally site evidence of a possible Roman villa was recorded (BAC 010b, 432m NW). A subsequent geophysical survey revealed an enclosure containing a probable villa (ESF21916).

On land to the south of Pretyman Avenue Archaeological Solutions carried out a geophysical survey followed by an evaluation by trial-trenching in 2019. Roman features were recorded on the eastern side of the site where the ground was slightly higher and sandier. Features primarily consisted of ditches and an undated pit. Other ditches recorded on the site were recorded as post-medieval/modern ditches which related to boundaries visible on early ordnance survey maps (BAC 050/ESF27001, 501m SE). An evaluation on land to the west of Broad Road identified a low level of Roman, medieval and post-medieval pits, ditches and a possible trackway (BAC 081/ESF28745, 989m ENE).

Find spots within the search area include a Roman coin (886m SW) and a single abraded sherd of grey ware was found in topsoil during an evaluation at Bacton County Primary School (BAC 028/ESF20567, 125m SE).

Anglo-Saxon-medieval:

The Church of St Mary the Virgin sits almost opposite the site (BAC014/DSF5393, 135m ENE). The church as it stands today is thought to date to the 14th century and is Grade I listed. The church is comprised of flint rubble walls with a plastered chancel and freestone dressings. The mid-14th century tower contains a round-arched doorway which is thought may be 12th century in origin. A church was recorded in Bacton in the Domesday survey of 1086 and was probably on or close to the site of the current church. The early doorway may be a feature re-used from the earlier church.

Old Manor Cottage is a timber-framed aisled hall. The Cottage is a timber-framed and plastered house with a thatched roof. The house has a fragmentary 13th century core of an open hall house with alterations of assorted dates, but principally in the mid 16th century. (BAC 030/280505, 149m NNE).

A rectilinear moat at Pulham's farm (BAC 006, 525m SSE) and an incomplete moat near Manor Farm (BAC 009, 212. ENE) are probably medieval in origin.

A number of finds scatters containing medieval artefacts have been recorded within the search area, including a large group of pottery sherds found during the construction of an ornamental pond at The Limes (BAC 011, 1,023m SW); A scatter of medieval and post-medieval artefacts including pottery, quernstone, animal bone and roof tile were recorded in a drainage trench in 1996 (BAC 021, 205m NE); A scatter of medieval finds including pottery and metal artefacts were recorded during a metal-detecting rally approximately 812m north-west of the site (WYV 020); A medieval silver annular brooch has been recorded by the Portable Antiquities Scheme.

Post-medieval to modern:

One of the most prominent buildings within the search area is Bacton Manor. The Grade II* Listed Manor was constructed in the 18th century by the Pretyman family. The Manor has a fine principle frontage which faces the village street. The Manor has large formal rooms and a staircase of high quality. A range was added to the rear in the 19th century. To the east of Bacton Manor is a now redundant threshing barn with attached sheds (BAC 041, 183m WNW).

There are a number of historic greens around the site, these are at least post-medieval in date but possibly medieval or earlier in origin. Carters Green and Ford's Green (BAC 020, 1,053m SE), Bacton Green and Alice's Green (BAC 078, starts from 798m SW) and Taylor's Green (BAC 218m ENE) are visible on the Hodkinson's map of 1783. The current site abuts the western edge of Taylor's Green. As village greens are a focal point of a settlement they

often have dwellings located around its edges which may not exist today or be visible on historic maps.

Post-medieval features recorded during archaeological investigations include pits and a pottery scatter were identified during a watching brief to the north of Manor Farm prior to the construction of a slurry lagoon (BAC 038, 235m NW) and an evaluation on land adjacent to Wyverstone Road by Britannia Archaeology in 2019 revealed two ditches and a pond. The features contained no datable material but were thought to be at least post-medieval they match features visible on the 1839 Tithe map of Bacton (BAC 053/ESF26585, 617m W).

The Suffolk Historic Environment Team have been working on a project to record lost and existing farmsteads in Suffolk. Farming has been a major factor in the development of Suffolk's landscape, both physically and socially throughout time. The farm buildings can help us to understand the agricultural practices and their development since the medieval period (SCCAS 2019). Key farmsteads within the search area are recorded on 19th century mapping (but may be much earlier in date). These include:

- Brickwall Farm, a 17th century farmstead and 19th century farmstead with a regular U-shaped courtyard plan (BAC 067/28053, 938m SE).
- Old Barn, a 19th century outfarm with a regular U-shaped courtyard plan (BAC 070, 657m N).
- Lodge Farm (Bacton Lodge), a 17th century farmhouse and 19th century farmstead with a loose courtyard set in a four-sided plan (BAC 073, 880m SW).
- Coppings Farm, a 16th century farmhouse and 19th century farmstead with a loose courtyard set in a two-sided plan (BAC 074, 763m SW).
- Manorhouse Farm, an 18th century farmhouse and 19th century farmstead with a regular L-shaped multi-yard courtyard plan (BAC 075, 187m ENE).

A circular area defined and named 'Mill Hill' recorded on 1st Edition OS map of 1837 (BAC 015, 419m SSW), is likely to depict the location of a post-medieval mill.

Located approximately 713m to the east of the site is the Haughly to Norwich railway line (SUF 070). The Ipswich and Norwich Railway was authorised in 1846 as an Eastern Union Railways venture, and as an extension to the Ipswich and Bury Railway, to be built from a new junction at Haughley to Norwich Victoria Station. The line was opened to passengers in 1849 and is still in use as part of the Great Eastern main line.

Undated:

Possible archaeological features were identified during a geophysical survey at the former Bacton Middle School site (BAC 046/ESF29338, 541m NW).

A large area of land was metal-detected in 2017 to the south-west of the village but any finds collected were not recorded at the SHER (ESF25839, 1,034m, SW).

Negative:

No archaeological features or finds were recorded during the monitoring of groundworks at land between Stannards Cottage and Walnut Tree Cottage in 2009 (ESF27397, 299m NE), at Homelands, Rectory Road (ESF27553, 976m SW), on land adjacent to Prettys House (ESF19418, 275m ENE), or at The Old Surgery (ESF19731, 15m NE).

Listed buildings⁵

There are 19 listed buildings within the search radius (1 Grade I, 1 Grade II* and 17 Grade II). They range in date from the late 13th to the 18th century.

⁵ This is based on records held at the Suffolk County Historic Environment Record (SCHER).

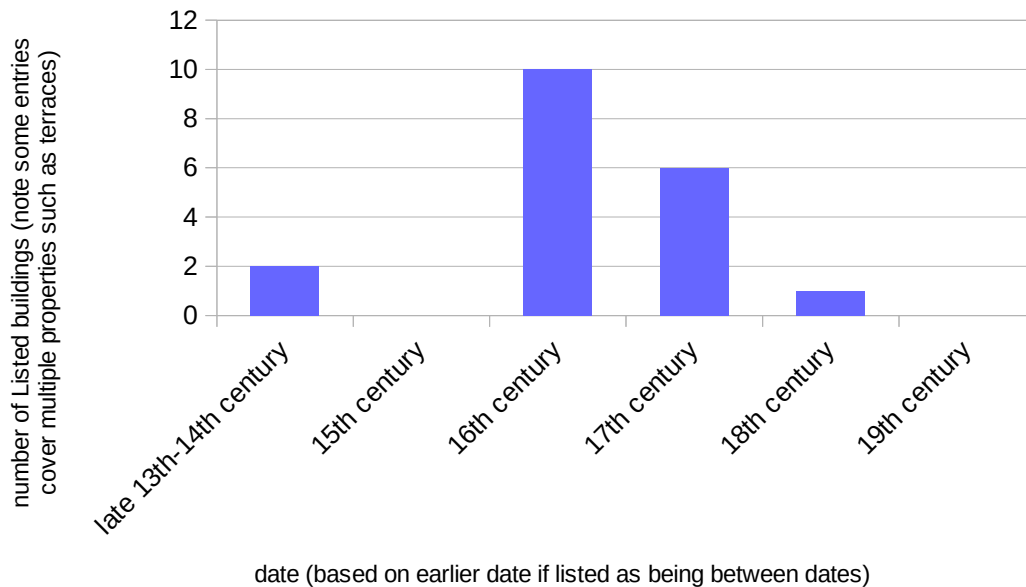


Table 1: Number of listed buildings based on their approximate construction date.

When looking at the listed buildings within the village there is a clear growth from the 16th century, which then drops away over time. Given the rural location this may represent a period of good fortune in agriculture or may be related to the prosperity caused by the flourishing wool industry in Suffolk, including at nearby Stowmarket, which by the 17th-18th century was less prosperous. All the listed buildings are timber-framed and most are plastered. A number of them have a thatched roof.

Planning background

A planning application (DC/21/06766/FUL) was submitted to Mid Suffolk District Council in December 2021 for the *erection* of 1 no. detached dwelling and new vehicular access (Plot 3) (re-submission of withdrawn application DC/21/04912).

In response to consultation with Louisa Cunningham, Suffolk County Council Archaeological Service Advisor (SCCASA), it was advised that 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. The recommended archaeological condition is based on the condition based on the guidance given in the National Planning Policy Framework (MHCLG 2021).

Requirement for work (Figs 1-2)

The archaeological work will consist of an evaluation by trial-trenching. Details are given in a Project Brief written by the SCCASA (*Brief for a trenched archaeological evaluation at north-east side garden of The Bungalow, Church Road, Bacton*– SCCAS 2023).

Specifically, CAT proposes one 'T'-shaped trench targeting the footings of the new dwelling. The trench will measure 20m long by 1.8m wide, covering an area of 36m².

Localised extensions to the trench may be required by the SCCASA after the site monitoring visit to enable further clarification of archaeology defined in the trench.

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 costs.

All work will take place within and contribute to the goals of the Regional Research Frameworks. This includes the regional review by Medlycott (2011) and the recently revised period specific frameworks (accessible via <https://researchframeworks.org/eoe/>).

Decision on the need for any further archaeological investigation (eg excavation) will be made by the SCCASA, in a further brief, based on the results presented in the report for this evaluation.

Any further investigation will be the subject of a further WSI, submitted to SCCASA for scrutiny and formally approved by the Local Planning Authority.

This document represents a Written Scheme of Investigation (WSI) for the archaeological evaluation ONLY; this document alone will NOT result in the discharge of the archaeological condition.

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 2014a-c)
- East of England Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011) and the recent review updates on <https://researchframeworks.org/eoe/>
- Relevant Health & Safety guidelines and requirements (CAT 2022)
- the Project Brief issued by SCC Historic Environment Advisor (SCCAS 2023a)
- SCC requirements for a trenched archaeological evaluation (SCCAS 2023b)
- The project digital management plan

CAT is covered by Aviva Insurance Ltd, 006288/04/22, which includes Professional Indemnity £2,000,000, Employer's Liability £10,000,000 and Public Liability £5,000,000.

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 SCCASA ten days 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 HER parish code will be sought from the HER team. The HER parish 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 the project (when the WSI is written) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> will be initiated and key fields completed (Activity type, Location and Reviewers/Admin areas). At the end of the project all parts of the OASIS online form will be completed for submission to the SHER. This will include an uploaded .PDF version of the entire report.

Staffing

The number of field staff for this project is estimated as follows: One CAT Project Officer and two archaeologist for one day.

In charge of day-to-day site work: Ben Holloway/ Harvey Furniss.

Evaluation 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. Machine assistance may also be required for very large/deep features and a contingency has been made within the budget if required, but all features will be hand excavated unless specifically agreed with the SCCASA.

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

If archaeological features or deposits are uncovered, time will be allowed for these to be excavated, planned and recorded. **All** features will be excavated and recorded unless otherwise agreed with the SCCASA.

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 minimum 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. Complex archaeological structures such as walls, kilns, ovens or burials will be carefully cleaned, planned and fully recorded, but where possible left *in situ*. Only if it can be demonstrated that the complex structure/feature is likely to be destroyed by groundworks, and only then after discussion with the SCCASA, will it be removed.

Trenches will first be stepped where appropriate to allow for safe excavation of deep features. After discussion with the SCCASA the use of a hand held auger (or a power auger where appropriate) will be used where necessary to gain information from very deep deposits/features if depth cannot be established through hand excavation.

Any complex/unexpected deposits will be discussed with the SCCASA to agree a strategy.

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

The depth and nature of colluvial or other masking deposits will be established. Therefore, a sondage will be excavated in each trench to test the stratigraphy of the site. This will occur in every trench unless it can be demonstrated that a feature excavated within a particular trench has clearly penetrated into natural.

A representative section will be drawn of each trench, to include ground level, the depth of machining within the trench and the depth of any sondages.

The use of a hand held auger (or a power auger where appropriate) will be used where necessary to gain information from very deep deposits/features.

A metal detector will be used to scan all trenches and spoil heaps both before and during excavation. This will be carried out by trained CAT staff under the supervision of the Fieldwork Manager Adam Wightman and Project Officers Ben Holloway, Nigel Rayner and Harvey Furniss who all have more than 5 years experience of metal detecting on archaeological sites. Experienced metal detectorist Geoff Lunn will be available for advice and support throughout the project. Geoff has 4 years experience and has worked with CAT to recover finds from recent excavations at the Mercury Theatre and Essex County Hospital sites in Colchester, and who has also worked with the Colchester Archaeological Group, Suffolk Archaeology, Access Cambridge Archaeology, The Citizen Project (MOLA) and others. If considered necessary, Geoff will be employed by CAT for to assist with the metal detecting. All finds will have their location recorded via GPS or with the Total Station. All spoil heaps will also be scanned and finds recovered.

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.

Trenches will not be backfilled until they have been signed off by the SCCASA.

Site surveying

The evaluation trenches and any features will be surveyed by Total Station or GPS, unless the particulars of the features indicate that manual planning techniques should be employed. 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 will be located by NGR coordinates.

Environmental sampling policy

CAT aims to follow guidance set out in the Historic England guide for Environmental Archaeology (Historic England 2011). 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.
- Differences in remains from undated and dated features.
- Variation between different feature types and areas of site.

CAT has an arrangement with Val Fryer / Lisa Gray whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course. Trained CAT staff will process the samples and the flots will be sent to Val Fryer or Lisa Gray for analysis and reporting.

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

Human remains

CAT follows the policy of leaving human remains *in situ* except in those cases where damage or desecration are to be expected, or in the event that analysis of the remains is shown to be a requirement of satisfactory evaluation of the site.

If circumstances indicated it were prudent or necessary to remove remains from the site during the evaluation, the following criteria would be applied; 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 licence will be followed. If it seems that the remains are not ancient, then the coroner, the client, and the SCCASA will be informed, and any advice and/or instruction from the coroner will be followed.

Following Historic England guidance (Historic England 2018) all archaeological human remains excavated during the course of the evaluation will either be analysed and reported by CAT project osteologist Megan Seehra or will be sent to external specialist Julie Curl.

Photographic record

The photographic record will consist of general site shots, and shots of all archaeological features and deposits and follow Historic England guidelines (2015a). 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.

Photographs of significant archaeological features and deposits will be taken using a Nikon D3500 DSLR camera with a 24.2 megapixel DX-format sensor.

Post-excavation assessment

If a post-excavation assessment is required by SCCASA, 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 the SCCASA.

Where archaeological results do not warrant a post-excavation assessment, preparation of the normal site report will begin.

Finds

All significant finds will be retained.

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

Most of our finds reports are written internally by CAT staff under the supervision and direction of Philip Crummy (Director) and Laura Pooley (Post-excavation Manager). This includes specialist subjects such as:

ceramic finds (pottery and ceramic building material): Matthew Loughton
animal bones: Alec Wade (or Adam Wightman/Pip Parmenter - small groups only)
small finds, metalwork, coins, etc: Laura Pooley
non-ceramic bulk finds: Laura Pooley
flint: Adam Wightman
environmental processing: Bronagh Quinn
osteology: (human remains): Megan Seehra

or to outside specialists:

animal and human bone: Julie Curl (*Sylvanus*)
environmental assessment and analysis: Val Fryer / Lisa Gray
archaeometallurgy: David Dungworth
radiocarbon dating: SUERC Radiocarbon Dating Laboratory, Glasgow
conservation/x-ray: Laura Ratcliffe (LR Conservation) / Norfolk Museums Service, Conservation and Design Services

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

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

All finds of potential treasure will be removed to a safe place, and reported immediately to the Suffolk FLO (Finds Liaison Office) who will inform the coroner within 14 days, 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 Suffolk County Council Archaeological Service and carried out as per their guidelines (SCCAS 2022).

Results

Notification will be given to the SCCASA 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* (Historic England 2015).

The draft final report will be submitted within 6 months of the end of fieldwork for approval by the SCCAA.

The approved final report will normally be submitted to the SCCASA as both a PDF and a hard copy.

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 and <https://researchframeworks.org/eoe/>).
- All specialist reports or assessments
- A concise non-technical summary of the project results
- Appendices to include a copy of the completed OASIS summary sheet and the approved WSI

Results will be published, to at least a summary level, in the PSIAH (Proceedings of the Suffolk Institute of Archaeology and History) annual round up should archaeological remains be encountered during the monitoring. An allowance will be made for this in the project costs for the report.

Final reports are also published on the CAT website and on the OASIS website.

Archive deposition

The archive will be deposited with the Suffolk County Council Archaeological Service as per their archive guidelines (SCCAS 2022).

If the client does not agree to transfer ownership to SCCAS they will be required to nominate another suitable repository approved by SCCAS or provide funding for additional recording and analysis of the finds archive (such as, but not limited to, additional photography or illustration of objects). In the rare event that artefacts of significant monetary value are discovered, separate ownership arrangements may be negotiated, provided they are not subject to Treasure Act legislation.

If the finds are to remain with the landowner or an approved third party, a full copy of the archive will be housed with the SCCAS.

The archive will be deposited with the SCCAS within 3 months of the completion of the final publication report, with a summary of the contents of the archive supplied to SCCAS. Prior to deposition the project digital management plan (attached) and CAT data management plan (based on the official guidelines from the Digital Curation Centre [DCC 2013]) will ensure the integrity of the digital archive.

A digital / vector drawing of the site be given to SCCAS for integration into the HER

Monitoring

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

Notification of the start of work will be given to the SCCASA ten days in advance of its commencement and a monitoring visit will be booked with SCCASA at this time.

Any variations in this WSI will be agreed with the SCCASA prior to them being carried out.

The SCCASA will be notified when the fieldwork is complete.

The involvement of the SCCASA shall be acknowledged in any report or publication generated by this project.

Public outreach

As part of CAT's public outreach programme, CAT is committed to engaging our local community with their archaeological resource. Among other activities, CAT regularly invites volunteers to engage in finds processing tasks at our office, such as washing, marking, sorting and packing bulk archaeological finds from commercial archaeological projects. Our volunteer programme is not designed to replace the work of paid archaeologists but to compliment it, and to provide greater public benefit by means of community engagement and participation.

CAT volunteers are fully trained in all tasks they are engaged in and are fully supervised by a CAT employee at all times. Finds processing volunteers are managed and supervised by a Senior Post-Excavation Assistant, whose role is to ensure that all volunteer processing is carried out to the highest possible standard and within professional guidelines. This is overseen by the Post-Excavation Manager and Director.

CAT will never use volunteers in place of employees when funding is agreed for the latter, or if doing so would disadvantageously affect the timetable of works agreed between CAT and our clients.

CAT's liability insurance policies cover the activities of volunteers and liability towards them. All activities are carried out according to CAT's 'Volunteer and work experience policy' and 'Outreach, public relations and publicity policy'.

Events, activities and social media

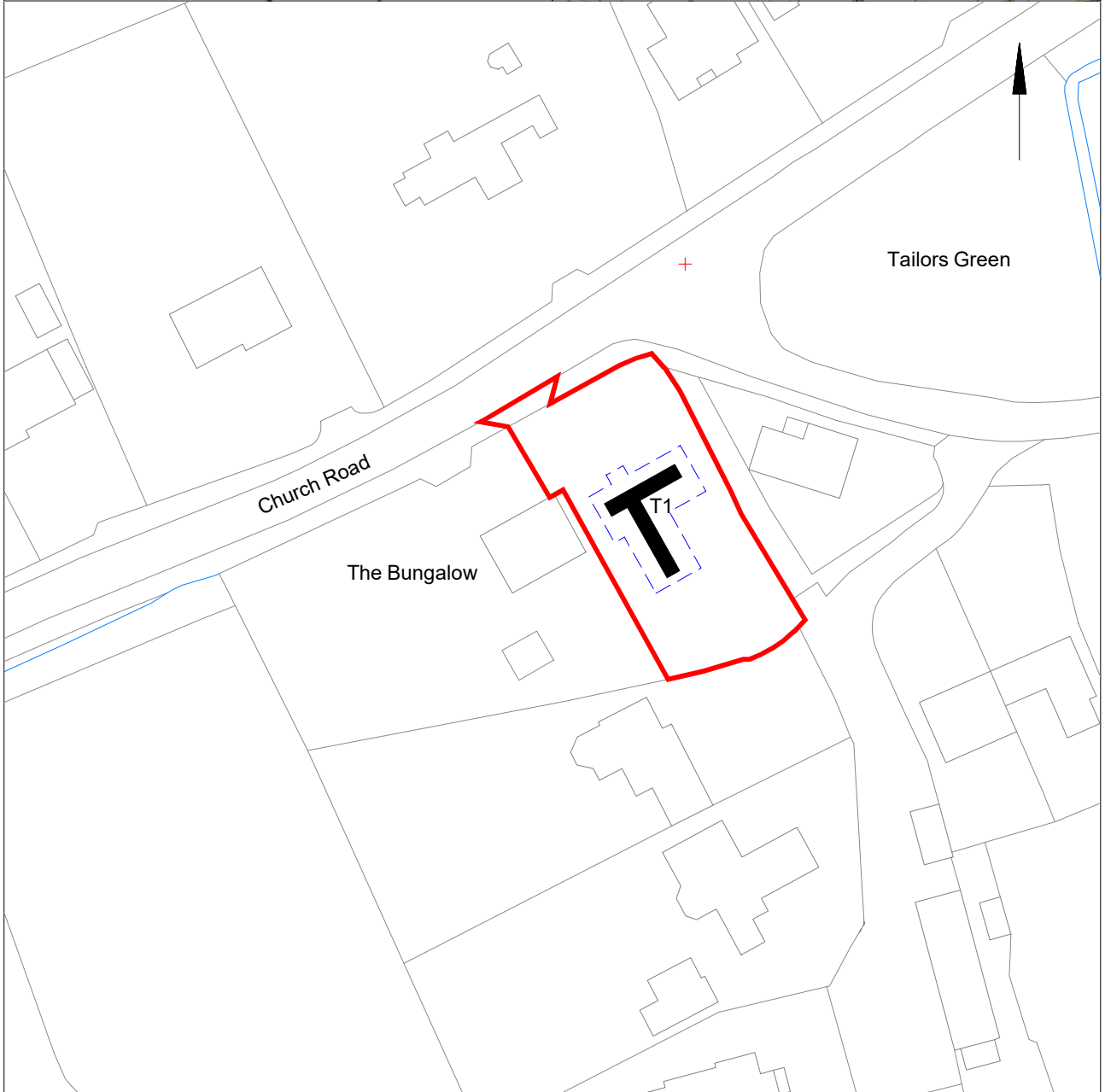
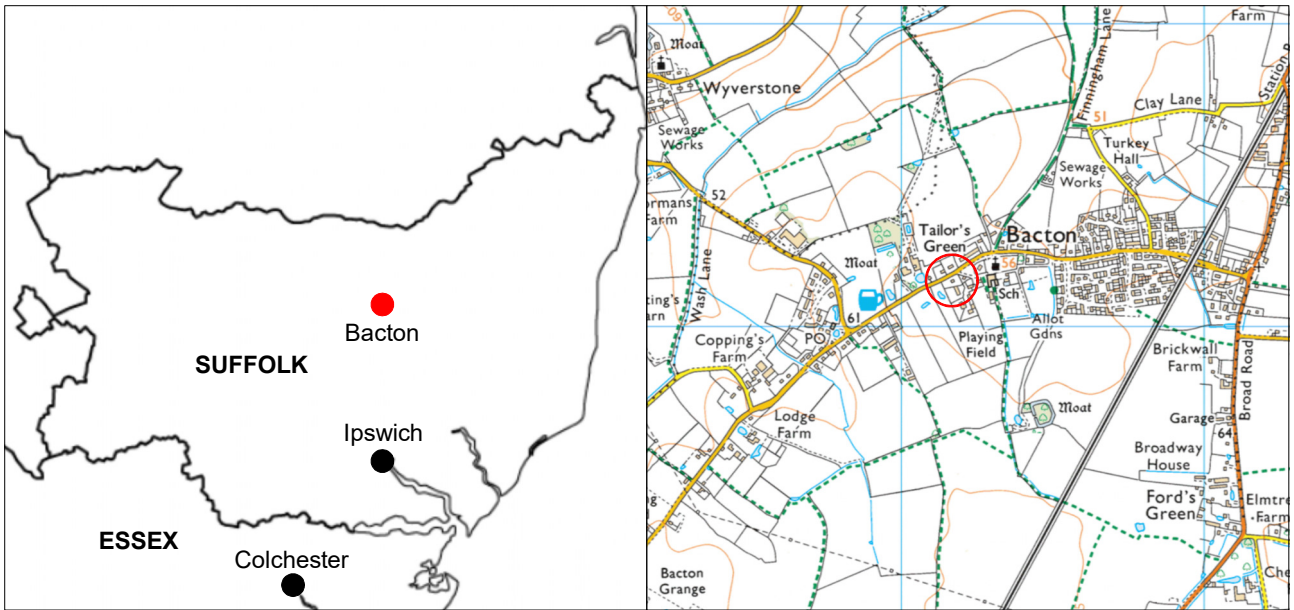
In addition, the CAT website (<https://catuk.org/>) and social media sites are updated regularly with information on our events and activities, with copies of our archaeological reports freely available at <http://cat.essex.ac.uk/>. Staff regularly give talks/lectures to groups, societies and schools, information on which (including any fees) is available by contacting the office on 01206 501785. CAT also works in partnership with both the Colchester Archaeological Group and Young Archaeologists Club providing venues for their meetings, advice and assistance.

References

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

- | | | |
|--------------------------|--------|--|
| Brown, D | 2011 | <i>Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation</i> |
| | 2nd ed | |
| Brown, N & Glazebrook, J | 2000 | <i>Research and Archaeology: A Framework for the Eastern Counties 2. Research agenda and strategy.</i> East Anglian Archaeology Occasional Paper 8 (EAA 8) |

CAT	2022	<i>Health & Safety Policy</i>
CIfA	2014a	<i>Standard and Guidance for archaeological evaluation</i> . Revised October 2020
CIfA	2014b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i> . Revised October 2020
CIfA	2014c	<i>Code of Conduct</i> . Revised October 2022
Digital Curation Centre (DCC) Gurney, D	2013	<i>Checklist for Data Management Plan v. 4.0</i>
Historic England	2003	<i>Standards for field archaeology in the East of England</i> . East Anglian Archaeology Occasional Papers 14 (EAA 14).
Historic England	2011	<i>A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (second edition)</i> . By G Campbell, L Moffett and V Straker
Historic England	2015a	<i>Digital image capture and file storage: Guidelines for best practice</i> . By S Cole & P Backhouse
Historic England	2015b	<i>Management of Research Projects in the Historic Environment (MoRPHE)</i>
Historic England	2018	<i>The Role of the Human Osteologist in an Archaeological Fieldwork Project</i> . By S Mays, M Brickley & J Sidell
Medlycott, M	2011	<i>Research and archaeology revisited: A revised framework for the East of England</i> . East Anglian Archaeology Occasional Papers 24 (EAA 24)
MHCLG	2021	<i>National Planning Policy Framework</i> . Ministry of Housing, Communities and Local Government.
SCC	2012	<i>The Suffolk Historic Landscape Characterisation Map</i> , version 3
SCC	2019	<i>Farmsteads in the Suffolk Countryside Project</i> . G Campbell and G McSorley
SCCAS	2022	<i>Archaeological Archives in Suffolk: Guidelines for Preparation and Deposition</i>
SCCAS	2023a	<i>Brief for a trenched archaeological evaluation at north-east side garden of The Bungalow, Church Road, Bacton</i> , by L Cunningham
SCCAS	2023b	<i>Requirements for a Trenched Archaeological Evaluation</i> . Revised Feb 2023



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Fig 1 Site location and trench layout in relation to proposed development (dashed blue lines).



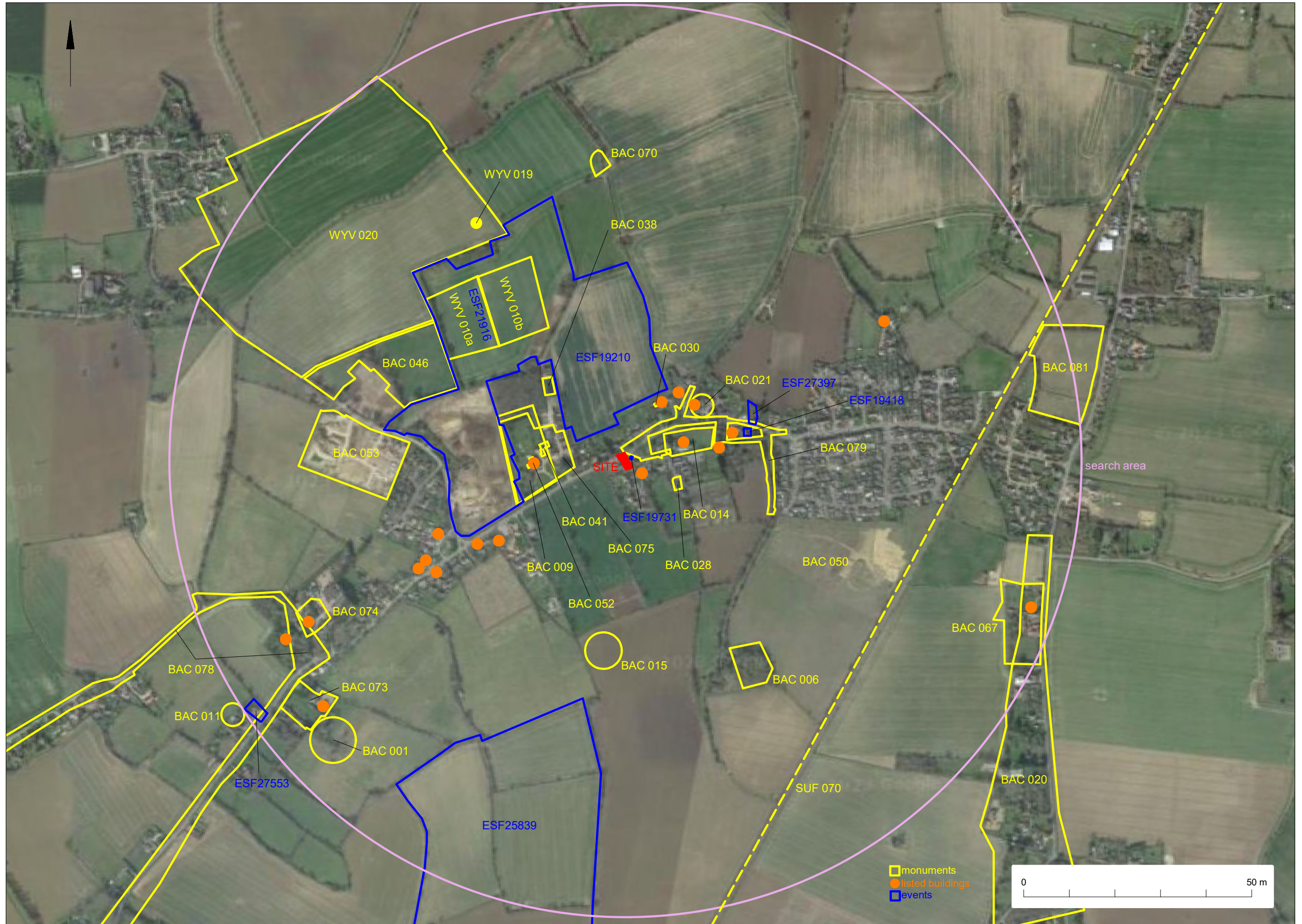


Fig 2 Development site (red) in relation to archaeological data recorded on the Suffolk Historic Environment records.



Colchester Archaeological Trust
Roman Circus House, Roman Circus Walk, Colchester, Essex, CO2 7GZ
Tel.: 01206 501785 Email.: services@catuk.org or lp@catuk.org

Digital Management Plan

Section 1: Project Administration

Project ID / OASIS ID
CAT Project Code: 2023/05a Suffolk HER Parish Number: BAC 084 OASIS ID: colchest3-515.77
Project Name
Archaeological evaluation by trial-trenching at The Bungalow, Church Road, Bacton, Suffolk, IP14 4LJ.
Project Description
Archaeological trial-trenching before the construction of a single detached dwelling.
Project Funder / Grant reference
Imperial Homes Group Ltd
Project Managers
Chris Lister (Contracts Manager), Adam Wightman (Excavation Manager), Laura Pooley (Post-excavation Manager)
Principal Investigator / Researcher
Project Officer (to be determined)
Data Contact Person
Laura Pooley
Date DMP created
26/05//2023
Date DMP last updated
Version
V1
Related data management policies
Data Management Policy, Colchester Archaeological Trust (in preparation) ClfA Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives (2014) ADS Guides to Good Practice (https://guides.archaeologydataservice.ac.uk/g2gp/Main)

Section 2: Data Collection

What data will you collect or create?

The table below provides a summary of the data types, formats and estimated archive volume for data collected/created as part of this project. As the project progresses, more detail regarding files will be added to this DMP.

Type	Format	Estimated volume (data archive)
Text / documents	Word/Open Office document (.doc) or (.odt) PDF (.pdf) or (.pdfa)	20 objects (size <100MB) (Project brief, WSI, report, figures, context data)
Spreadsheets	Excel (.xlsx)	Specialist data tables (x1) Metadata tables (x4)
Images	Lossy graphic file (.jpg)	Archive shots <150, av size 7KB
Images	Lossless graphic file (.tiff)	Report figures (<5)
CAD	.dxf	1 object, 51KB

How will the data be collected or created?

Data standards/methods

Standard methods of data collection will be applied throughout the project. In general, data acquisition standards are defined against ADS Guides to Good Practice.

Methods of collection are specified within the Colchester Archaeological Trust Data Management Policy (in preparation) and will meet the requirement set out in the Project Brief and relevant ClfA Standards and guidance.

Where appropriate, project contributors external to the organisation will be required to include data standards, collection methodology and metadata with individual reports and data.

Data storage/file naming

The working project archive will be stored in a project specific folder on the internal server. The internal organisation server is backed up daily to maintain an up to date security copy of the organisation wide data.

Project folders are named following established organisational procedures.

Data collected will be downloaded and raw data will be stored in the appropriate folder.

File naming conventions will follow established organisational procedures based on ADS file naming guidance.

All files included as part of this project archive will include the Site ID (-) and file descriptor (eg Brief).

Quality assurance

All site records and data collected will be reviewed during project delivery to ensure data is accurate and secure.

Data collection and management are reviewed regularly. This includes a review of internal project folders to ensure our organisational data management standards are being met.

Section 3: Documentation and metadata

What documentation and metadata will accompany the data?

The digital data collected will include standard formats which maximise opportunities for use and reuse in the future (see Section 2, above).

A Collection Level Metadata Summary is included in all standard archaeological projects and will be completed as the project is delivered. A working copy will be kept on the organisational server in the Project Folder. The Collection Level Metadata Summary brings together the overarching project details and includes a register of data types and number of objects included in the archive, along with all other archive components.

Metadata tables for each data type will be populated as the project progresses and will use the standard format for each data type as recommended by ADS, who are the intended repository for the digital data archive.

Data documentation will meet the requirement of the Project Brief, Museum Deposition Guidelines and Digital Repository Guidelines.

An archive catalogue documenting both physical and/or digital archive products will be maintained and submitted with both the Museum and/or Trusted Digital Repository.

Section 4: Ethics and legal compliance

How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?

CAT has a GDPR compliant Privacy Policy which underpins the management of personal data; any personal data is securely stored in password protected files and not retained on the project specific folders.

Personal data will be removed from the archaeological project archive and permission to include individual's names in any reporting is gained prior to use.

Copyright for all data collected by the project team belongs to the organisation, and formal permission to include data from external specialists and contractors is secured on the engagement of the specialist or contractor.

Section 5: Data Security: Storage and Backup

How will the data be stored, accessed and backed up during the research?

Digital data will be stored on the organisational server which is backed up daily.

Sufficient data storage space is available via the organisational server and is accessible by staff on and offsite through a secure log-in.

Off-site access to the project files on the organisation's server is provided to support back-up of raw data while fieldwork is ongoing. Where internet access for data back up is not possible, the raw data will be backed up to a separate media device (such as laptop and portable external hard drive) or downloaded onto the server at the end of each day.

Project files will be copied and shared with external specialists and contractors as necessary, the originals being kept on the organisation server and replaced with any subsequent versions.

Section 6: Selection and Preservation

Which data should be retained, shared, and/or preserved?

The DMP will be reviewed and updated if necessary as the project proceeds. Updated documentation will be included in all reporting stages.

Prior to deposition, the DMP will be updated and finalised in agreement with all project stakeholders (including the Local Planning Archaeologist, Client, Museum, ADS).

Selection will be informed by the Colchester Archaeological Trust Data Management Policy, defined against the research aims, regional and national research frameworks, specialist advice and the significance of the project

results.

The project will be published as an online technical report (accessible via CAT Online Report Library (<http://cat.essex.ac.uk/>), OASIS and as part of this the archive), with full access to research data.

The project results may provide new research data which can be included in the Historic Environment Record.

The data archive will be ordered, with files named and structured in a logical manner, and accompanied by relevant documentation and metadata, as outlined in Sections 2 and 3 of this DMP.

What is the long-term preservation plan for the dataset?

The digital archive will be deposited with the Archaeology Data Service, which is a certified repository with Core Trust Seal.

The archive will be prepared for deposition by the project team and the costs for the time needed for preparation, and the cost of deposition have been included in the project budget.

Have you contacted the data repository?

As per the brief, the SCCAS has confirmed that the digital archive component should be deposited with a trusted digital repository, with a copy also being supplied to SCCAS.

ADS have not yet been contacted as the intended repository for digital data.

Have the costs of archiving been fully considered?

A costing estimate has been produced using the ADS Costing Calculator and sufficient resources to cover these costs, and to allow for the preparation of the archive, have been included in the project budget.

Section 7: Data Sharing

How will you share the data and make it accessible?

A summary of the project has been included on the OASIS Index of Archaeological Investigation and will be updated as the project progresses.

The investigations are likely to result in a number of documents: Brief, WSI, Final Report

The final report is expected to be completed within 6 months of the completion of fieldwork.

As the project progresses reports will be attached to the project OASIS record.

A final version of the project report will be supplied to the Historic Environment Record via OASIS, and any data which they request can also be provided directly.

The location(s) of the final Archaeological Archive will be added to OASIS when appropriate.

The ADS will disseminate the digital elements of the Archaeological Archive online under a creative commons licence and the dataset will receive a unique identifier (DOI).

Are any restrictions on data sharing required?

It is not expected that there will be any restrictions on data sharing.

Any data specific requirements, ethical issues or embargoes which are linked to particular data formats will be documented within the relevant metadata tables accompanying the project archive.

Section 8: Responsibilities

Who will be responsible for implementing the data management plan?

The Excavation Manager (Adam Wightman) and Post-excavation Manager (Laura Pooley) are responsible for implementing the DMP, and ensuring it is reviewed and revised as necessary.

Data capture, metadata production and data quality is the responsibility of the Project Team, assured by the Excavation and Post-excavation Managers.

Storage and backup of data in the field is the responsibility of the field team.

Once data is incorporated into the organisations project server, storage and backup is managed by the organisation.

Data archiving is undertaken by the project team under the guidance of the Post-excavation Manager, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository.

Summary for colchest3-515377

OASIS ID (UID)	colchest3-515377
Project Name	Evaluation at The Bungalow, Church Road, Bacton, Suffok, IP14 4LJ
Sitename	The Bungalow, Church Road, Bacton, Suffok, IP14 4LJ
Activity type	Evaluation
Project Identifier(s)	2023/05a
Planning Id	DC/21/06766/FUL
Reason For Investigation	Planning: Post determination
Organisation Responsible for work	Colchester Archaeological Trust
Project Dates	13-Jun-2023 - 13-Jun-2023
Location	The Bungalow, Church Road, Bacton, Suffok, IP14 4LJ NGR : TM 05190 67162 LL : 52.26432526544113, 1.005482231947079 12 Fig : 605190,267162
Administrative Areas	Country : England County : Suffolk District : Mid Suffolk Parish : Bacton
Project Methodology	Archaeological evaluation (two trenches in a T-shape layout) carried out as specified in the project brief and WSI.
Project Results	An archaeological evaluation (two trial-trenches) was carried out at The Bungalow, Church Road, Bacton, Suffolk in advance of the construction of a new residential dwelling. The site is located within an archaeologically-sensitive area in the historic settlement of Bacton. However, the evaluation trenches revealed no archaeological features just modern services.
Keywords	
Funder	
HER	Suffolk HER - unRev - STANDARD
Person Responsible for work	
HER Identifiers	HER Event No - BAC084
Archives	