

**Manor Farm, Church Road,
Battisford, Suffolk**

**Written Scheme of Investigation for
Archaeological Evaluation**

Site details

Name: Land at Manor Farm, Church Road, Battisford, IP14 2HE

Client: J E Knock & Partners

Local planning authority: Mid Suffolk DC

Planning application refs: DC/22/06152

Proposed development: Erection of crop store and farm office/machinery store

Proposed date for evaluation: tbc

Brief ref: SCCAS_DC2206152_Manor Farm Church Road Battisford_Arch Eval Brief.pdf

Grid ref: TM 04715 54272

HER ref: tbc

OASIS ref: johnnewm1-513612

Area: 2600m²

Current site use: Former farm yard/greenfield

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1. Introduction

1.1 Nick Peasland Architectural Practice on behalf of their client J E Knock & Partners have commissioned John Newman Archaeological Services (JNAS) to undertake the archaeological site evaluation for a crop store and office/machinery store development that has received consent to go ahead under application DC/22/06152. This written scheme of investigation (WSI) details the background to the archaeological requirements for planning application DC/22/06152 and how JNAS will implement the requirements of the Brief for Archaeological Evaluation set by Dr H Cutler of the Suffolk CC Archaeological Service (SCCAS). The WSI will also set out how potential risks will be mitigated. This overall proposed development site (PDS) concerns the construction of a crop store and office/machinery store.

1.2 The evaluation will be carried out to the standards set regionally in the *Standards for Field Archaeology in the East of England (EAA Occ. Papers 14, 2003)*, locally in *Requirements for Trenched Archaeological Evaluation 2023 (Suffolk CC)* and nationally in *Standards and Guidance for Archaeological Field Evaluation (Chartered Institute for Archaeologists 2014 & 2020)*.

1.3 The evaluation as detailed in this document is the first phase of a programme of archaeological investigation secured by negative condition on planning consent DC/22/06152. Where the results of the evaluation indicate the presence of heritage assets further archaeological works will be required to mitigate the impact of the development on the historic environment. The SCCAS officer will identify the type and extent of works in a new brief necessary to adequately mitigate the impact of the proposed development. All further archaeological works, as recommended by SCCAS, must be undertaken in accordance with an additional WSI, submitted and approved by SCCAS and the LPA. All further archaeological investigations must be undertaken prior to commencement of development, unless specifically referenced as monitoring of groundworks in the approved WSI.

2. Location, Topography & Geology

2.1 Battisford parish lies to the south of Stowmarket in an area where the local soils are dominated by the heavier boulder clay or till deposits of central Suffolk. Manor Farm is located some 870m west of the parish church in a landscape characterised by dispersed settlement along the roads and lanes and around the tyes (formerly areas of common grazing). The site is just above the 70m OD contour with a small valley to the north as the nearest apparent water source. To the west of Manor Farm lies Battisford Tye with Church Road forming the entrant on its north-eastern corner where livestock could formerly have accessed the grazing land. While the main residential area at Manor Farm is contained within a large moated area the proposed development area lies just to the east of the moated enclosure.

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2.2 As the relevant brief notes this area lies in an area of archaeological importance recorded in the County HER, within the known medieval site (HER no. BAT 001) that is the site of a preceptory of the Knights of St John.

2.3 The Knights of St John, or Sovereign Military Hospitaller Order of St John of Jerusalem, have their origins in the Crusades and from informal beginnings obtained their first charter in 1099. The Hospitaller Order first appear in England in the reign of Henry I (1100-1135) with the initial reference to their preceptory at Batisford coming in Henry II's reign (1154-1189) when he gave them lands at East Bergholt. The exact date of foundation for the Batisford preceptory is unknown and there must also be a possibility that a farm or manor already occupied the site giving the potential for 11th century, or even earlier, deposits in the area. A preceptory is the headquarters for one of the military orders, such as the Hospitallers, administering the lands and possessions of the order in that area. At Batisford it is recorded that in 1271, Henry III granted the Hospitallers a market and fair on their land in the parish. Later, in 1338, the preceptory has property valued at £93 10s 8d, a manor house and also a dove house, a windmill and some 220 acres plus land and properties in other Suffolk parishes. The preceptory was valued in 1543 at £53 10s and was dissolved in 1540 and granted to Sir Richard Gresham in 1543 (Goult W, *A Survey of Suffolk Parish History*, 1990). The preceptory was therefore the centre of a wealthy manorial complex and small scale archaeological excavations in 1988 confirmed substantial medieval structural remains under the current Manor Farm house.

2.2 The British Geological Survey (BGS) indicates that the site is on Lowestoft Formation diamicton, therefore a mixture of clays, silts, gravel and sand at 70m OD.

3. Archaeological & Historical Background

3.1 Archaeological interest in this site as described above is within the area recorded as the preceptory of the Knights of St John (HER BAT 001). Therefore, there is high potential for the discovery of below-ground heritage assets of archaeological importance within this area, and groundworks associated with the development have the potential to damage or destroy any archaeological remains which exist.

A site evaluation by trial trenching prior to any other works starting is therefore 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.

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- Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.

4. Aims of the Site Evaluation

4.1 As outlined in section 3 above the archaeological potential of this site relates to evidence of past activity of medieval date including a preceptory and moat. The evaluation will examine the specified sample of the site to assess whether archaeological deposits exist in this area.

5. Methodology

5.1 The proposed development is for the construction of a crop store and office/machinery store. To inform the results of the evaluation if archaeological deposits are revealed a search will be commissioned from the County HER for the area within 500m of the PDS and the relevant invoice number will be included in the report. Ten days notice of the evaluation starting will be given to SCCAS so a monitoring visit can be agreed. Contact will also be maintained with SCCAS as the evaluation progresses and through the post-excavation study and work with regard to the results from the site, the finds and any samples and the main report preparation.

5.2 The relevant Brief requires 70m of sample trenching, which will be 1.8m wide, across the area of the overall development footprints plus a contingency of up to 0.5%. This will be undertaken using a wide toothless ditching bucket on a suitably sized machine operated by an experienced driver with a trench plan as set out below. The machine will be closely supervised by an experienced archaeologist as the overburden is removed in shallow spits to the top of any archaeological deposits that are present, where hand investigation will start, or to expose the underlying drift geology which will be further hand cleaned and examined as required. The spoil will be stored adjacent to the excavated trench with top and sub soil kept separate to allow for subsequent sequential backfilling. No trenches will be backfilled until the relevant officer at SCCAS has been consulted and should any modification to the trench layout be required due to any unforeseen circumstances, such as local services, then SCCAS will be contacted immediately. A metal detector search will be carried out by an experienced operator at all stages of the evaluation including before the trenches are opened (see specialists section below) for both ferrous and non-ferrous finds and between the trenches. The up-cast spoil will also be closely examined for unstratified artefacts as evidence for past activity in past rural areas in particular is often as evident via artefact scatters as by undisturbed archaeological deposits. Allowance has been made for one member staff on site for up to two days with additional detector survey a day plus a machine and operator for two to three days to cover the opening of the trenches plus back-filling once full approval for the latter has been gained from SCCAS following a site monitoring visit. If required

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further investigation of the trenches will be carried out in particular following a SCCAS monitoring visit and examination of the exposed deposits. Any requirement to vary the related brief requirements and this WSI will only be carried out following communication with SCCAS.

5.3 Site records will be made under a continuous and unique numbering system of contexts under an overall HER number obtained from the Suffolk CC HER beforehand. All contexts will be numbered and finds recorded by context. Conventions compatible with the county HER will be used throughout the monitoring. Site plans will be drawn at 1:20 or 1:50 as appropriate and sections at 1:10 or 1:20 (all on plastic drawing film) and related to OS map cover. Sections will be levelled to a datum OD. A photographic record in high resolution digital images will be made of the site and exposed features (using a Lumix DMC-FZ5 camera with allowance for .jpeg and higher definition .tif images depending on what is revealed).

5.4 As necessary and to define archaeological deposits exposed surfaces will be trowelled or shovel cleaned before appropriate hand investigation and recording. Exposed archaeological features will be sampled at standard levels with care being taken to cause minimum disturbance to the site consistent with evaluation to a level adequate to properly form a subsequent mitigation strategy. Significant features such as solid or bonded structural remains, building slots or post holes (where fills are sampled) will have their integrity maintained (and during backfilling) as will any evidence of pottery production which will be sampled by hand so it can be characterised while left in situ when revealed. Otherwise for discrete, contained, features, sampling will be at 50% possibly rising to 100% if requested, and 1m wide sampling slots across linear features. These features will be hand investigated unless agreed with SCCAS that larger/more recent features can be partially machine/hand investigated. If human burial evidence is revealed the SCCAS Officer will be informed and the clear presumption is to preserve such remains in situ with minimum disturbance during this evaluation stage depending on SCCAS advice if lifting remains appears to be sensible at this stage. If this is not possible then a Ministry of Justice licence will be obtained prior to full on-site recording (total 100% sampling if a cremation deposit) and removal of the remains followed by examination by the relevant specialist and possibly scientific dating. If human remains do have to be recorded, removed from site and reported on then these works will add an additional cost to the evaluation works which may involve radiocarbon dating (in this case the likelihood of revealing human burial evidence is assessed as being low at this site).

5.5 All finds will be collected and processed unless any variation is agreed with the relevant SCCAS Officer. Finds will be assessed by recognised period specialists and their interpretation will form an integral part of the overall report. Finds will be stored according to ICON guidelines with specialist advice/treatment sought for fragile ones. Every effort will be made to gain the deposit of the site finds to the SCCAS Store under their relevant HER code and site numbering for future reference. If this is not

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possible then the SCCAS Officer will be consulted over any requirements for additional recording (which may have an additional cost implication). Any discard policy will be discussed and agreed with the relevant SCCAS Officer and any finds that qualify under the Treasure Act will be reported to the local Finds Liaison Officer within 14 days.

5.6 Where appropriate palaeoenvironmental samples will be taken for processing and assessment by a specialist conversant with regional archaeological standards and research agendas. The sampling, processing and assessment will follow the guidelines as detailed in *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (English Heritage, 2011). In accordance with standard practice bulk samples of 40 litres (or 100% of the deposit where less) will be taken from a representative cross section of archaeological deposits of all periods (respecting defined fills within features), in consultation with the relevant SCCAS Officer (and the Historic England Regional Scientific Advisor (RSA) if the deposits merit more targeted advice) including deposits that cannot be immediately dated by their artefact content, so the state of preservation and full archaeological and palaeoenvironmental potential of the deposits can be assessed and any further sampling, should further field work take place, be systematically planned and fully costed. Archaeological deposits of all types may reveal valuable data through the processing and assessment of samples with high priority features including the primary fills of pits, wells and cesspits, layers of middens, occupation surfaces and structural features as well as other discrete activity areas, contents of hearths, ovens, and other craft related or industrial structures. In addition more generalised settlement and land use features such as ditches may also yield valuable and informative data when sampling is undertaken systematically as the sum of all the assessment results can add considerably to the interpretation of a site and its landscape. Through an integrated study of all the data recovered from the evaluation the results from the assessment of the samples will be reviewed in terms of:

- What is the quality and state of preservation of charred plant remains, mineralised plant and animal related remains, small vertebrates and industrial residues such as evidence for iron working (contributing to the fullest interpretation of the evaluation results and to aid the planning of any further field work- if any RC dates are required for features containing suitable material but no easily dateable finds then this will incur an additional cost).
- What is the concentration of macro-remains (to inform sampling strategy in any further field work), in particular how might bulk sampling inform the interpretation of burial deposits.
- Can any patterning or similarities/differences be ascertained between deposits from different periods represented on site, similarly can any useful comparisons be made with undated and unphased deposits (to aid

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interpretation of the evaluation results and help in the study of undated deposits which may otherwise be overlooked and which may via sampling yield material for RC dating)

- Do waterlogged deposits exist on site, if so is there potential for palaeoenvironmental data from preserved insects or pollen and do such deposits contain organic material suitable for RC dating from samples taken as advised by the relevant soil specialist (who would also coordinate the assessment for pollen and insect remains), the RSA will also be consulted in such cases in conjunction with the relevant SCCAS Officer. Incremental column samples will be taken should waterlogged deposits be revealed in close consultation with the evaluation soils specialist with 10-20 litre sample sizes which will be sub-sampled for preserved pollen, insects, diatoms, preserved parasite eggs etc. If waterlogged wood is encountered it will ideal to leave in situ, if it has to be lifted it will be packed while wet in black polythene and stored at 5C until it can be transferred to a specialist for species identification, assessment and potential for RC dating is undertaken (should RC dating be required in the evaluation on such deposits this will incur an additional cost and will take time to obtain, examination of the topographic location of the site indicates that the presence of waterlogged deposits is unlikely unless deep deposits are revealed).
- Deep blanket type deposits resulting from both natural and human derived actions and events can yield valuable land use and palaeoenvironmental information. In particular such deposits can form at the base of a slope, if located in the evaluation the relevant SCCAS Officer and RSA will be consulted over monolith sampling and assessment by the relevant evaluation specialist (the composition of such deposits may give information on past land use in the area through a study of the soil matrix notwithstanding additional data if it is waterlogged)

5.7 An archive of all records and finds will be prepared consistent with the principles of *MoRPHE* (and the guidelines in the Archaeological Archives Forum: a guide to best practice 2007). This archive, including the digital content, will be deposited with the Suffolk CC HER within 3 months of working finishing on site under the relevant HER number and following the guidelines outlined in '*Archaeological Archives in Suffolk- Guidelines for preparation and deposition*' (SCCAS Conservation Team revised version 2022). As necessary the site digital archive will deposited with the Archaeology Data Service (ADS) within the agreed allowance for the monitoring and reporting works and provision will be made for an archive deposition form to be filled out when the report is completed if no further work is required at the site.

5.9 The evaluation report will be consistent with the principles of *MoRPHE* and this report will summarise the methodology employed and relate the archaeological record directly to the aims of this WSI and section 4 above in particular. The report

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will give an objective account of the deposits and stratigraphy recorded and finds recovered with an inventory of the latter. The report will include an assessment of palaeoenvironmental remains recovered from palaeosols and cut features in relation to both dated and undated features and in terms of patterning across the site. Any developments during the site and reporting works will be communicated to SCCAS.

5.10 Any interpretation of the evaluation will be clearly separated from the objective account of the evaluation and its results, and the results will be discussed with the relevant SCCAS Officer at an early stage in the reporting process following reporting on the day of the immediately apparent conclusions. The report will give a clear statement regarding the results of the site evaluation in relation to both the more detailed aims in section 4 above and their significance in the context of local HER records and of the Regional Research Framework (EAA Occ. Papers 3, 8 & 24, 1997, 2000 & 2011). There will be no further work on site until the evaluation results have been assessed and the SCCAS Officer has considered whether further archaeological works are required if this application receives consent. The report may give an opinion regarding the necessity for further evaluation work as appropriate. A draft pdf copy of the report will be presented to SCCAS following completion of the site works. As required the site evaluation will be registered on the OASIS online archaeological record followed by submission of the final draft in .pdf format. An HER summary sheet will be completed and a summary prepared of any positive results for inclusion in the annual PSIAH round-up.

6. Risk Assessment

6.1 Protective clothing will be worn on site (hard hat, high visibility vest/coat, steel-toe cap boots, and earmuffs if required). A safe working method will be agreed with the client and the machine operator for excavation of the trenches and examination of the up-cast spoil while at the same time allowing efficient use of plant. Suitable clothing will be available to mitigate against extremes of weather. COVID guideline requirements will be adhered to with social distancing, no sharing of equipment and separate rest areas.

6.2 Vehicles will be safely parked away from work areas and lines of access.

6.3 Prior to evaluation work starting on site the client will be consulted with regard to any potential contamination at the site. No overhead services impinge on the trench locations and the client will be consulted regarding any possible underground services. Gloves and hand wash/wipes be available and any information on possible ground contamination revealed during the evaluation will be passed to finds and environmental specialists.

6.4 A fully charged mobile phone will be carried and a first aid kit will be taken to site.

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6.5 It is unlikely that any trench plus excavated feature depth will go below c1/1.3m from the present ground level. If any excavations need to go deeper measures such as stepping in the sides will be employed.

6.6 JNAS holds full insurance cover for archaeological site works from the specialist provider Towergate Risk Solutions covering Public & Products Liability, details can be supplied on request.

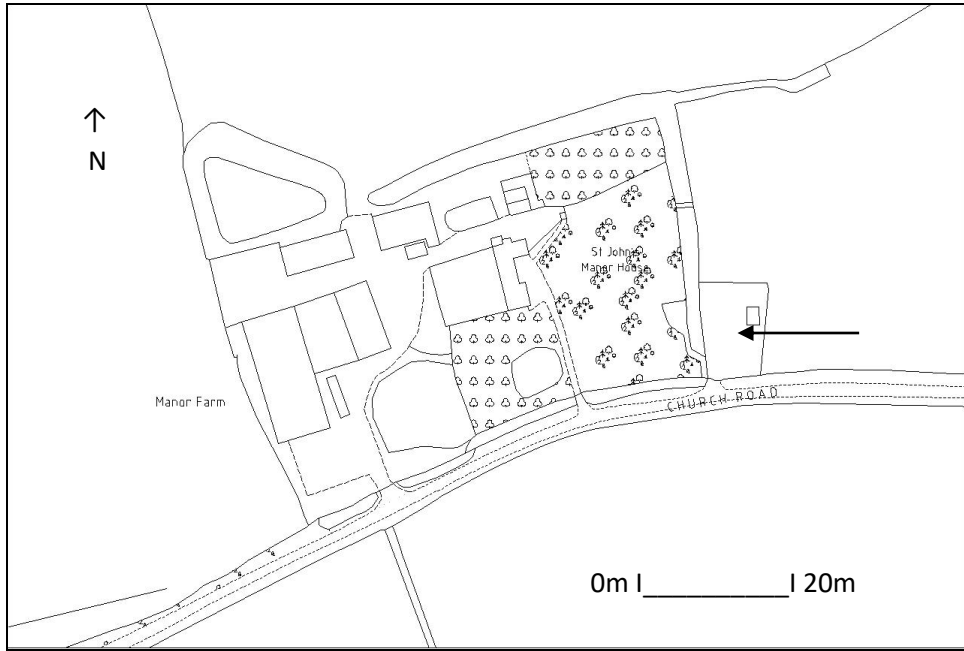
7. Specialists

Conservation:	Conservation Services
Faunal remains:	J Curl (Sylvanus Archaeology)
Human remains:	S Anderson (Freelance)
Metal detecting:	J Armes (experienced freelance)
Palaeoenvironmental samples:	V Fryer (Freelance)
Soils specialist	tbc
Pre-historic flint:	S Bates (Freelance)
Pre-historic pottery:	S Percival (Freelance)
Post Roman ceramics & CBM:	S Anderson (Freelance)
Roman period small finds:	Colchester Archaeological Trust
Roman period ceramics:	Colchester Archaeological Trust
Medieval coins:	M Allen (Fitzwilliam Museum)
Post Roman small finds:	JNAS

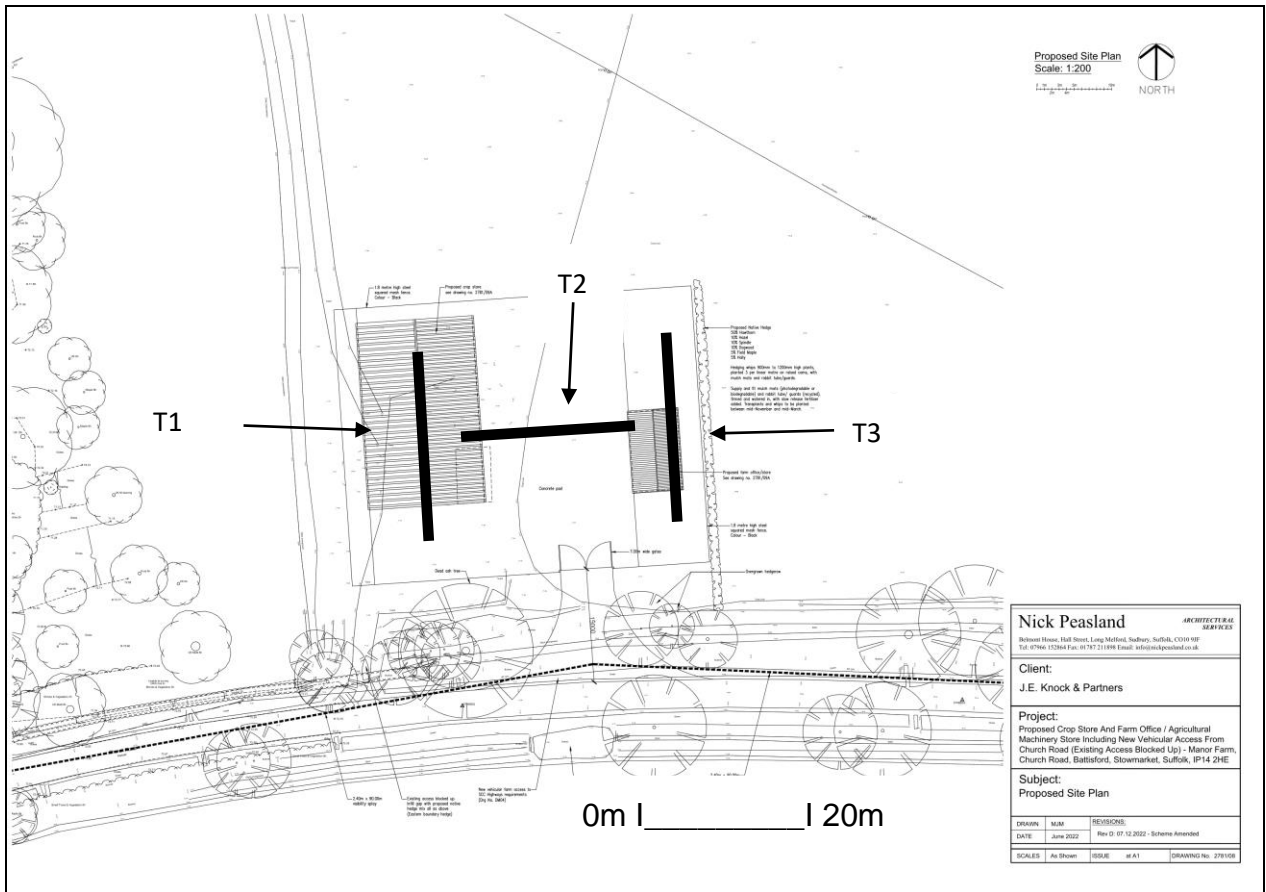
Ref.

Goult W 1990 A Survey of Suffolk Parish History

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Site location



Proposed trenching plan (1 x 20m & 2 x 25m)