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30 WELLINGTON ROAD, EYE, SUFFOLK

WRITTEN SCHEME OF INVESTIGATION  
ARCHAEOLOGICAL EVALUATION



Project Number: P1449

December 2023

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ARCHAEOLOGICAL EVALUATION**

Prepared on behalf of:

Roberts Molloy

By:

Alice Schute BSc (Hons)

Britannia Archaeology Ltd

**Unit 2, The Old Wool Warehouse  
St Andrews Street South  
Bury St Edmunds  
Suffolk**

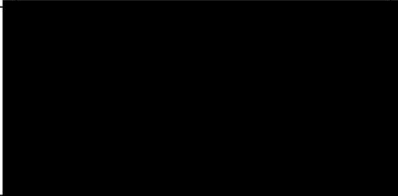


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## 1.0 INTRODUCTION

This Written Scheme of Investigation (WSI) has been prepared by Britannia Archaeology Ltd (BA) on behalf of Roberts Molloy. The archaeological work is required as a condition of application DC/21/04401 and DC/22/05205, for the erection of nine dwellings with associated new vehicular access, following the demolition of an existing dwelling at 30 Wellington Road, Eye, Suffolk (TM 1478 7398) (Fig.1).

This WSI presents a programme of archaeological investigation by means of an archaeological trial trench evaluation to assess the nature and potential of the site, and to determine the need for any future site investigations. A design brief issued by Suffolk County Council Archaeological Service (SCCAS) (Baker, M. 8<sup>th</sup> September 2023) requires a programme of linear trial trenching to sample the area threatened by development. This will be achieved by excavating 6 trenches measuring 30.00m x 1.80m with a contingency of trench extension should this be required. The trenches will be excavated using a 360° tracked, mechanical excavator fitted with a toothless ditching bucket.

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.



## 2.0 SITE DESCRIPTION (Fig. 1)

The site is located within the northern medieval core of Eye, Suffolk. The site is bound by agricultural fields to the north and east, with housing and industrial units to the south and west.

### 2.1 Site Geology

The bedrock geology is recorded as Crag Group - Sand. Sedimentary bedrock formed between 5.333 million and 11.8 thousand years ago during the Neogene and Quaternary periods, (BGS, 2023).

The superficial deposits are recorded as River Terrace Deposits, 1 - Sand and gravel. A sedimentary superficial deposit formed between 2.588 million years ago and the present during the Quaternary period, (BGS, 2023).



### 3.0 PLANNING POLICIES

The archaeological investigation is to be carried out on the recommendation of the local planning authority, following guidance laid down by the National Planning and Policy Framework (NPPF, HMCLG September 2023). The relevant local development framework is the Mid Suffolk Local Plan (Policy HB14; 1998).

#### 3.1 National Planning Policy Framework (NPPF, HMCLG September 2023)

The NPPF recognises that 'heritage assets' are an irreplaceable resource and planning authorities should conserve them in a manner appropriate to their significance when considering development. It requires developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible, (NPPF, 2023 - 205). The key areas for consideration are:

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- The desirability of sustaining and enhancing the significance of heritage assets, and putting them to viable uses consistent with their conservation;
- The wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring;
- The desirability of new development making a positive contribution to local character and distinctiveness; and
- Opportunities to draw on the contribution made by the historic environment to the character of a place.

The NPPF asks that in determining planning applications the local planning authorities should take account of:

197.

- The desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation.
- The positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and



The desirability of new development making a positive contribution to local character and distinctiveness.

### 3.2 Mid Suffolk Local Plan (Policy HB14; 1998)

#### Policy HB14

Where there is an overriding case for preservation, planning permission for development that would affect an archaeological site, or its setting will be refused.

Having taken archaeological advice, the district planning authority may decide that development can take place subject to either satisfactory measures to preserve the archaeological remains in situ or for the site to be excavated and the findings recorded. In appropriate cases the district planning authority will expect a legally binding agreement to be concluded or will impose a planning condition requiring the developer to make appropriate and satisfactory provision for the excavation and recording of the archaeological remains.





## 4.0 ARCHAEOLOGICAL BACKGROUND (Figs. 2 & 3)

The following archaeological background draws on the Suffolk Historic Environment Record (SHER) (1km search centred on the site), English Heritage PastScape ([www.pastscape.org.uk](http://www.pastscape.org.uk)), and the Archaeological Data Service ([www.ads.ahds.ac.uk](http://www.ads.ahds.ac.uk)) (ADS) (Figs. 2 & 3). The Suffolk HER preferred reference has been provided where possible.

### 4.1 Prehistoric

The earliest evidence of prehistoric activity within the SHER search radius is a small Palaeolithic hand axe which was found in the garden of Old Bank House, c.250m southwest of the site, at a depth of 2 feet in a late post-medieval layer in 1959 (EYE 001).

A Mesolithic flint scatter (EYE 002) was found 800m northeast of the site. The scatter comprised an obliquely blunted flint point, with white patination, microliths, burins, and a flaked axe. Approximately 600m to the northeast of this, a Neolithic scraper and flint flake were found during ploughing (EYE 004). A Neolithic petit tranchet derivative arrowhead (EYE 026) was found 680m northwest of the site.

A Bronze Age bronze axe head (EYE 151) was found in stream dredging 528m southwest of the site.

Excavations 560m west of the site identified four Bronze Age cremations. An undated crouched inhumation, two probable Iron Age roundhouses, and pits containing Bronze Age and Iron Age pottery. In addition, prehistoric ditches were identified during an archaeological evaluation (EYE 069) 400m southwest of the site.

### 4.2 Roman

Fragments of Roman quern stone and pottery were found in the garden of Old Bank House (EYE 001) 250m southwest of the site, and six small Roman bronze coins including a (EYE 008) were found 370m southwest of the site.

The remains of a hypocaust (EYE 024), possibly of a villa (or a medieval tile kiln), were found 150m west of the site. Two arched chambers of vaults were excavated by Mr Fenning,



the landowner, in Camp Field in 1857. The floor was constructed of a kind of hard, compact cement, and the fill was earth and ash. Tiles of a building were also present. The area is marked on the 6 inch OS map, 1925 revised 1938, as "Roman Villa (site of)". In 1935, local archaeologist Basil Brown gained permission to investigate the site. He excavated trial holes, which did not produce a single piece of Roman pottery or tiles, so he was not able to confirm site. An account from 1862 mentions that labourers came upon arches in the same area which were pronounced to be from an old Roman bath.

#### 4.3 Saxon

Anglo-Saxon tweezers with animal head details were found during metal detecting (EYE 049) 290m southwest of the site, and a six-sided Saxon brooch was found within the area of Eye Castle in 1854 (EYE 155) 520m southwest of the site.

Excavations c.900m west of the site revealed evidence of Saxon settlement with evidence of trade, metal, antler, bone, and textile working (EYE 083). Nineteen Early Saxon 'sunken featured buildings' (SFBs) were identified. Posthole buildings, a rectangular building, and a long aisled building were also identified. Fourteen rectangular burnt flint, or fire-reddened stone filled features were also found, these appeared to be associated with the SFBs. A small pit was found containing in situ drip slag, the result of iron ore smelting on the margins of the site. Early Saxon finds from the site included pottery, objects associated with textile working, dress accessories and a vast amount of butchered animal bone. A cobbled surface with narrow wheel ruts, probably a sunken track within a deep linear hollow, passed close to the end of the aisled building. This ran down the slope towards the valley floor, the hollow had become infilled with brown colluvium and systematic metal detector surveys recovered a wealth of Saxon small finds from these deposits and extensive dump deposits of animal bone and Early Saxon pottery were visible on the surface. The south end of the trackway was removed by a cluster of intercutting pits which were partly overlain by a deposit of partially articulated animal (mainly pig and cow) remains. Initial interpretations are that these are all Saxon in date.



#### 4.5 Medieval

There is a significant amount of medieval activity recorded within the SHER search radius and in close proximity to the site.

The site is located within an area defined on the SHER as the medieval town of Eye (EYE 091). A market is recorded here in the 1086 Domesday Book at which time the town was the third or fourth most heavily populated in Suffolk. Eye is situated on a low promontory surrounded by the floodplains of the River Dove and its tributaries. The Town Moor (EYE 029) defines the southwest edge, and the River Dove defines the southeast and east edges.

The site is located 180m north of Eye Castle, a Scheduled Monument and Grade I listed building, (EYE 016, DSF15298, DSF5204). The monument includes a motte, the eastern part of the inner bailey adjoining it and the remains of a stone castle, situated in the centre of the town of Eye. Also included is a 19th century mock keep known as Kerrison's Folly, constructed on top of the motte above the remains of the medieval keep. The structural remains of the castle and the 19th century folly are a Listed Building Grade I. The western part of the inner bailey, which is not included, was the site of a 19th century workhouse and is now occupied by modern housing.

Construction of the motte and bailey castle was probably begun by William Malet, who was granted the estate known as the Honour of Eye after the Conquest, and was completed by his son, Robert. When Robert Malet was banished in 1102 the estate, with the castle, reverted to Henry I and was subsequently granted to Stephen de Blois (later King Stephen). Stephen's successor, Henry II, granted it to Thomas a Becket in 1156, and it was probably Becket who was responsible for the original construction of the stone castle. After Becket's murder in 1170 it returned to the Crown, and it was sacked during the rebellion of Hugh Bigod, Earl of Norfolk in 1173. It was subsequently repaired, and regular repairs and improvements were carried out until the end of the 12th century. Henry III granted the estate to his younger brother, Richard, Earl of Cornwall whose son, Edmund, inherited. The castle was sacked again in 1265 during the Barons revolt against the King. It seems unlikely that the castle was fully repaired following the attack in 1265 as there are references of animal grazing taking place within the castle walls in the early 14th century (Oswald, 1994). In 1337 the estate was granted to the de Uffords, the new Earls of Suffolk, and in 1381 went to the de la Poles, but by 1370 the castle was assessed as worthless, although parts remained standing. Parts of the surviving chambers of the curtain wall were still used as a prison as they had been since at least 1295 (Oswald, 1994).



Several structures were built on the motte and bailey during the post-medieval period including a 16th century windmill and a 19th century school and workhouse (see section 4.5). Modern housing now occupies the west end of the inner bailey.

The motte is visible as a conical mound 12m in height and approximately 57m in diameter at the base, with a sub-circular platform about 18m in diameter at the summit. The inner bailey to the west of the motte is ovoid in plan, wider at the western end, and defined by a scarp up to 4.5m high on the north and west sides and 2m high on the south. Limited excavations at the western and eastern ends have demonstrated that it was constructed on a natural hillock and that the interior, surrounded by an earthen bank, was raised and levelled by the dumping of imported soil to a depth of between 1.3m and 3m. The motte was probably surmounted originally by a wooden tower and the bailey surrounded by a timber palisade. These were replaced by a stone keep and a curtain wall of stone, and the ruined remains of part of the curtain wall survive on the northeast slope of the motte and the north side of the inner bailey adjoining it, adjacent to the south side of the site. The wall is visible in three discontinuous sections and is constructed largely of mortared flint rubble with some squared blocks of clunch. The longest section has an overall length of 27.2m and comprises a rectangular tower at the western end, with three narrow chambers in line adjoining it. To the east of these, at the foot of the motte, are the remains of a second rectangular tower, and near the summit of the motte, where the curtain wall would have abutted the keep, are the remains of another narrow chamber. The shape of the outer bailey is preserved by the late medieval street pattern as an elliptical enclosure completely enclosing the motte and inner bailey. Castle Street to the south, Broad Street on the west, and Church Street to the north and east roughly delineate the shape of the outer bailey. The dimensions are suggested to be c.350m long (east to west) and c.150m wide (north to south).

Excavations in part of the interior of the bailey removed approximately 1.6m of post-medieval deposits and uncovered a layer of demolition rubble dated to the 14th century, overlying traces of a clay floor (EYE 023).

A bank and layers of imported soil dating from around 1066-1071 were found in a trial section excavated at right angles to the perimeter of Eye Castle prior to the redevelopment of the inner bailey for housing (EYE 018), c.180m south-west of the site). The results of the investigation showed that the natural hill had first been surrounded by a bank, presumably upcast from the bailey ditch and then the whole interior had been raised with layers of imported soil.



Archaeological monitoring of footings (EYE 073) c.110m south of the site did not encounter the bailey ditch, however, the footings towards at the rear of the garden towards the castle were dug into a recent topsoil deposit. It was concluded that it was highly likely that evidence of the bailey ditch could survive below this deposit (McLannahan, 2005). Archaeological monitoring c.230m south of the site, on the south side of the castle, revealed the remains of an undated building, and a layer of overburden (EYE 065). The layer was interpreted as infill of the bailey ditch and the depth of the deposit suggested that there had been substantial infilling of the ditch since it ceased to be maintained.

Approximately 220m southwest of the site recent excavations in October 2020 by Britannia archaeology ltd revealed waterlogged deposits which contained pottery dated to the medieval period. The excavation revealed a complete 8m wide segment of a ditch thought immediately to be part of the lost perimeter of the outer bailey of the motte and bailey fortification. Part of the line of the castle defences is preserved by the modern line of Buckhorn Lane, immediately east of the site. Finds recovered from the ditch included pottery dated from the 11th to 14th centuries which was very utilitarian in nature. Other finds included animal bone mainly sheep/goat as sheep were greatly in demand for supplies of fleeces for the wool trade, as well as for skins, milk, meat and other by-products. The bulk of the bone appeared to be from meat waste. A single worked bone was discovered, a perforated sheep/goat radius which may be a fighting weight or some form of skate. By far the most significant find was a large timber which was within the lower fills of the ditch. The timber was exposed fully, cleaned, examined and recorded. A further five pieces of wood were recovered as well. All of the wood was identified as oak and was preserved by burial in the waterlogged anoxic deposits where the burial conditions inhibited the normal decay processes that would otherwise result in the destruction of the wood. The timber appeared to be a plate from the base of a structure in the bottom of the ditch. The best interpretation for this plate is that it is the baseplate of a trestle for a timber bridge spanning the ditch. Aspects of the technology point to a date range for this structure. The trestle is dated from between c.1200 at the earliest and the demolition of the castle in c.1265. It is unlikely that this was the first bridge on this site as this side faces the market in Eye and so it may therefore be part of the last bridge across the outer bailey ditch. The trestle was deliberately dismantled and the plate, as a very heavy and waterlogged piece of timber, may simply have been too difficult to lift out and so was deliberately abandoned as the ditch was filled.

Interestingly most of the pegged mortice and tenon joints recorded and published are fastened by single pegs, rather than the pair observed here. This may suggest an experimental approach to the construction of this trestle. The marking out lines around each mortice define their ends, but also show that the mortices were first marked out to be



some 50mm shorter than actually cut. It is uncertain whether this was a deliberate change or a simple mistake in measuring at the outset. The remains of the bridge were all extracted from the ditch and the feature was further excavated to a safe level (3.80m) where the excavation had to be halted. The total depth of the ditch had still not been fully established but it is clear that this was a substantial permanent feature. Environmental samples were taken from all the layers for analysis as well as monolith samples.

A watching brief 270m south-west of the site located possible indications of the outer bailey ditch of Eye Castle in a narrow sewer trench (EYE 027). In addition, a small segment of flint and mortar wall was also revealed.

Late medieval stonework (EYE 125) was found in the rear garden of a property c.275m southwest of the site. The stone included fragments of late medieval window mullions and column bases which were possibly from the Priory or Hospital. Excavations by the property owner in the rear garden were thought to be located over an area of ditch associated with the outer bailey of Eye Castle.

A medieval artefact scatter of pottery (EYE 191) was found below house footings, directly south of the site, during renovation work. Finds included a 14th century unglazed jug, a possible Grimston ware green glaze jug, and an early medieval rim sherd.

The medieval Church of St Peter and St Paul (EYE 045) is located 225m southeast of the site. The church is recorded in the Domesday book and has an artificial scarp of up to 2.2m in height around the south and east sides suggesting the presence of an earthwork enclosure. This scarp has been interpreted as a possible second bailey adjoining the east side of the castle. Timbers from the west tower were dendrochronologically sampled and provided a date of AD 1466-70.

An archaeological evaluation 290m south of the site revealed a high density of pits of medieval date (11th – 14th century) (EYE 102).

The Leper Hospital of St Mary Magdalen (EYE 025) was located 395m west of the site, outside the medieval town of Eye. It was likely founded in the 12th century, but the earliest record is dated 1329 when protection was granted to master and brethren and their messengers. The hospital was dissolved in 1547. Excavations close to the site found mostly post-medieval finds, however small quantities of medieval pottery and some possible human bone were found (EYE 044).

Eye Priory, a Scheduled Monument, (EYE 009, DSF15297, DSF15296) is located 570m east of the site. Eye Priory was founded by Robert Malet, c.1080, as a Benedictine house



dependent on the Abbey of Bernay in Normandy. The Scheduled area is in two separate areas of protection and includes the known surviving extent of the Priory. The visible and buried remains in the first area include the foundations of the priory church and adjacent conventual buildings, and a series of fishponds which survive as earthworks to the north of these. In the second area is a late medieval building which still stands in part to the northeast of the site of the conventual buildings and east of the fishponds.

#### 4.5 Post-medieval

Some 180m south of the site, in 1591-2, a windmill was built on Eye Castle motte by Nicholas Cutler at the order of the Cornwallis family (EYE 016). A path with steps was cut up to 2m deep into the western side of the motte probably to provide access to the mill.

A mock keep, Kerrison's Folly, was built by General Sir Edward Kerrison around 1844 on the motte of Eye Castle (EYE 031) c.160m south of the site. It is said it was built as a house for the batman who served him at the battle of Waterloo and occupies almost the whole of the top of the motte. It is constructed of mortared flint with moulded brick quoins and dressings, and the shell wall is polygonal in plan, with nine sides and buttresses at the angles. Each of the outer faces of the wall is decorated with a mock loophole. Much of the wall survives to its full original height of 4.6m, but the buildings within are ruinous, standing for the most part to less than 2m. On the western side of the enclosure is a ruined tower 4m square which projects beyond the shell wall, and within this, in the northeast angle, is the base of a spiral stair to a now vanished upper storey, with a hearth against the wall to the west of it. Adjoining the tower to the south and southeast are the remains of two larger rooms connected by internal doorways, and against the eastern wall of the keep is the base of a detached outside lavatory. Evidence that the folly may have been built on the surviving foundations of the medieval keep was found in 1990, when a small trench was dug against the eastern wall.

The location of Hartismere Union Workhouse (EYE 018) is within the scheduled area of Eye Castle and situated 180m south of the site. The original building is said to have been of 18th century date and was rebuilt in 1854. In 1881 it was reportedly holding 178 inmates. The building was converted to a school by the 1920s and demolished for housing in the 1970s.

Archaeological monitoring 110m south of the site revealed a well of probable Victorian date (EYE 073).



The site is located within 200m of a number of listed buildings. A high-status, early 16th century merchants house (EYE 199) is located 117m south-east of the site. The building is Grade II listed (DSF6085) and although it dates from c.1530 it has been altered during the 19th and 20th centuries. A red-brick house built 1780 is located 134m south-east of the site and is also Grade II listed (DSF6920). An early 19th century timber-framed house is located 130m south of the site and is Grade II listed (DSF6496).

An archaeological evaluation 340m south of the site revealed a high density of pits of post-medieval date (15th – 17th century) (EYE 102).

An 18th/19th century brewery (EYE 088) is recorded directly adjacent to the west of the site, of which only the main part of the malthouse survives.

#### 4.6 Archaeological Potential

Given the above records the site has a high potential for features and finds relating to the medieval and post-medieval periods. Due to the location of the site within the northern medieval town expansion associated with the castle there is specific potential to encounter archaeological deposits associated with medieval structures and industry. There is a low to moderate potential for features and finds relating to all other periods.





## 5.0 PROJECT AIMS

The SCCAS brief (Baker, M. Section 4.2) states that the evaluation should aim to:

Identify the date, approximate form and purpose of any archaeological deposit, together with its likely extent, localised depth and quality of preservation.

Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.

Establish the potential for the survival of environmental evidence.

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

Both the WSI, fieldwork and resulting report/archiving will be undertaken in accordance with Requirements for Trenched Archaeological Evaluation (SCCAS, 2023), CIfA Universal Guidance for Archaeological Field Evaluations 2023, and Standards for Field Archaeology in the East of England 2003.



## 6.0 PROJECT OBJECTIVES

Research objectives for the project are in line with those laid out in Research and Archaeology Revisited: a revised framework for the East of England, East Anglian Archaeology Occasional Paper 24 (Medlycott, 2011).

Particular study of the following should occur:

- presence/absence of palaeosols and old land surface soils/deposits,
- the character of deposits and their contents within negative features
- palaeochannels
- site formation processes generally.

An assessment of the environmental potential of the site through examination of suitable deposits must also be arranged with a suitably qualified specialist. Attention should be paid:

- to the retrieval of charred plant macrofossils and land molluscs from former dry-land palaeosols and cut features, and to soil pollen analysis;
- to the retrieval of plant macrofossils, insect, molluscs and pollen from waterlogged deposits located.
- provision for the absolute dating of critical contacts should be made: eg the basal contacts of peats over former dryland surfaces; distinct landuse or landmark change in urban contexts

The evaluation should also carefully consider the retrieval, characterisation and dating (including absolute dating) of artefact, burial or economic evidence to assist in the characterisation of the site's evidence and in the development of future mitigation strategies.



## 7.0 FIELDWORK METHODOLOGY

The SCCAS brief requires a programme of linear trial trenching to sample the site ahead of the erection of nine dwellings with associated new vehicular access. The Brief (Baker, M. 8<sup>th</sup> September 2023) requires a programme of linear trial trenching to sample the area threatened by development. This will be achieved by excavating 6 trenches measuring 30.00m x 1.80m with a contingency of trench extension should this be required.

A 360° mechanical excavator fitted with a toothless ditching bucket will be used to machine down to the first archaeological horizon, thereafter all excavation work will be undertaken by hand (Fig. 4).

The archaeology will be recorded using pro-forma record sheets, drawn plans and section drawings and appropriate photographs will also be taken.

In the event that important archaeological remains or complex/unexpected deposits are identified, a site meeting will be held with the client and the SCCAS planning archaeologist to discuss the significance of the remains and decide on the strategy and scope of further excavation and recording. Provision for a trenching contingency has been made, to enable further clarification of areas of archaeology defined during the evaluation if required. The client is aware of the need for contingency funding to cover additional works if necessary.

### 7.1 Site Plans

A site location plan based on the current Ordnance Survey 1:25000 map and indicating site north will be prepared. This will be supplemented by a site plan showing the area of investigation in relation to the proposed development.

A pre-excavation base plan accurately plotting all features will be produced using a Real Time Kinetic Global Positioning System (RTK). The final post-excavation plan will be based on this. All drawings will be tied into the Ordnance Survey National Grid.



## 7.2 Mechanical Excavation

The location of electricity, gas, water, sewage and telephone services in addition to the known gas pipeline will be identified from information supplied by the client or relevant authorities prior to machining. Care will be taken when operating machinery in the vicinity of overhead services. All staff are trained in the use of CAT scanners that will be employed before the bucket breaks the ground.

Overburden and any sterile subsoil layers shall be removed by mechanical excavator using a toothless ditching bucket under the supervision of a professional archaeologist. The exposed archaeological horizon will be cleaned by hand and any archaeological deposits or negative features planned.

No excavators or dumpers will be driven over the excavated surfaces.

The machine operator will have the relevant experience and appropriate documentation; will maintain the appropriate inspection register, Form F91 Part 1, Section C, either on the machine or at the depot. The operator will produce a clean, flat surface at precisely the correct level.

## 7.3 Hand Excavation

All archaeological features will be excavated by hand, in the appropriate way detailed below, where it is safe to do so.

## 7.4 Metal Detector

A professional metal detectorist (see specialist list) will scan spoil heaps, exposed surfaces and any features. The finds will be recovered and recorded in the proper way. The machined spoil heaps will also be scanned, however demonstrably modern finds will not be retained. The metal detector will not be set to discriminate against iron.



#### 7.5 Excavation of Stratified Sequences

All archaeological remains will be excavated by phase, from the most recent to the earliest, excluding those of obvious later 20th century origin. The phasing of the features will be distinguished by their stratigraphic relationships, fills and finds.

#### 7.6 Excavation of Buildings

Following assessment of any structural remains encountered, a strategy for recording these will be implemented, and it may be that further mitigation will be required to allow the full recording of these remains. It may also be the case that any remains may best be left in situ. Any excavated building structures and associated features (e.g. stakeholes, postholes, sill-beams, gullies, masonry walls, possible floors) will be excavated in stratigraphic sequence.

#### 7.7 Ditches

Ditch segments will be positioned to provide a total coverage of 20% if possible and to ascertain relationship information and will be a minimum of 1.00m in length (dependant on the total length of ditch visible).

#### 7.8 Discrete Features

All discrete features will be half-sectioned or excavated in quadrants providing for a minimum 50% sample.

#### 7.9 Full Excavation

Industrial remains and intrinsically interesting features e.g. hearths, kilns etc. may merit full excavation in agreement with the SCCAS planning archaeologist.



#### 7.10 Burials

Articulated human remains will usually receive minimal excavation to define the extent and quality of their preservation. However in circumstances of poor preservation or if required to meet the project objectives, human remains may require full excavation. A decision in consultation with the SCCAS planning archaeologist and the relevant specialist will be made on the extent to which human remains are excavated during the trenching. The aim will be to inform the requirements for future treatment during subsequent Phases. Disarticulated human remains will be recorded and retained for assessment.

The coroner and the Ministry of Justice will be informed. Any removal of human remains will be carried out under a licence issued by the Ministry of Justice under section 25 of the Burials Act 1857 and in accordance with Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England' (English Heritage & the Church of England 2005).

#### 7.11 Written Record

All archaeological deposits and artefacts encountered will be fully recorded on pro forma context, finds and sample forms, using a single context recording system.

#### 7.12 Photographic Record

All features and deposits will be photographed in detail and general site and working shoots taken as part of the photographic record. This record will comprise high quality digital photographs saved in RAW/CR2 format and taken on an 11 Mega Pixel, Canon 750, DSLR. The RAW/CR2 files will be converted and stored in uncompressed .tiff at 8 bit. If for any reason acceptable digital photography cannot be undertaken, the primary record will be on 35mm black and white film. All photographs will be listed, indexed and archived.

#### 7.13 Drawn Record

All drawings will be tied into the Ordnance Survey National Grid, plans will be initially hand drawn at a scale of 1:20 and the sections at 1:10 on drafting film (permatrace). The height AOD of all features and principal strata will be written on the appropriate plans and sections.



#### 7.14 Finds and Environmental Remains

All finds recovered from sealed contexts will be retained. A sample of those found in the topsoil and subsoil will be taken to characterise the assemblage. Finds will be identified, by a unique site code and context number.

All finds will be processed according to BA standards and to the ClfA Standard and Guidance for the collection, documentation, conservation and research of archaeological materials, 2014. Important, rare or unusual finds will also be assigned a small finds number and sent away for specialist analysis.

Bulk samples will also be taken for retrieving artefacts and biological remains (for palaeoenvironmental and palaeoeconomic investigations) to be processed and analysed. These samples will be taken from well-stratified datable deposits and specifically targeted areas of interest (e.g. undated sealed primary ditch fills) and will be a minimum of 40 litres where appropriate. The suitability of deposits for analysis will be discussed with Dr Boreham and Dr Zoe Outram where appropriate.

Preserved wood will be sampled for potential dating via dendrochronology and Carbon 14 methods and will be assessed by Dr Roderick Bale (University of Wales Trinity St David). Prior to recovering timbers, suitability for dating will be assessed in conjunction with Dr Bale, SCCAS and Dr Outram where appropriate. The project manager must ensure that the results of palaeoenvironmental investigation, industrial residue assessments/analyses & scientific analyses are included in a full evaluation report and sent to the Historic England Science Advisor.

Each deposit retained will be identified by context and a unique sample or timber number. For a full list of specialists see Appendix 2.

#### 7.15 Artefact Recovery

A programme of bucket sampling will be conducted, whereby 90 litres of spoil will hand sorted for each soil horizon encountered. Bucket sampling points will occur at each end of



trench/investigation area: if the trenching length is greater than 30m, an additional sampling point medially within the trench will occur.

#### 7.16 Finds classed as Treasure

It is the responsibility of the project manager for the site, after consultation with the relevant finds specialist, to submit any items falling under the provisions of the Act to the local coroner via the treasure co-ordinator (currently the Portable Antiquities Officer at the British Museum). See below for details of the act:

#### The Treasure Act

The Treasure Act of 1996 defines objects that qualify as Treasure and includes any metallic object other than coin that is made up of more than 10% gold or silver and is over 300 years old, any group of two or more metallic objects of prehistoric date that come from the same find, coin hoards that have been deliberately hidden, smaller groups of coins, votive or ritual deposits, any object from the same place as Treasure. Objects that are less than 300 years old made mainly of gold or silver, which have been deliberately hidden with the intention of recovery, and whose owners or heirs are unknown would also be classed as Treasure.

Treasure will be immediately reported to the Suffolk Finds Liaison Officer who will in turn inform the coroner within 14 days.

#### 7.17 Remote Monitoring Requirements

Due to the extant Covid-19 pandemic it may be enforced to only allow essential travel and contact with others. Should this occur, SCCAS have put in place requirements to enable the remote monitoring of sites should this be required:

All features present in the trenches, including presumed natural and geological features, are to be investigated as per this WSI.

A GPS trench plan showing what is present in each trench (including context numbers) will be produced.





A written text stating what finds were found (if any) in each context, with provisional dates, will be made available.

Trench shots will be taken from each end of the trench and provided to SCCAS.

Photographs of trench sections (bulk) will also be provided.

Photographs of all features will be provided with context numbers.

A diagram indicating the direction each photograph was taken from including the photograph number will be produced.

Provision will be made for SCCAS to review the remote monitoring documents and for any queries to be resolved.



## 8.0 PRESENTATION OF RESULTS

A report will be prepared on the conclusion of the evaluation and will be completed 4 weeks after the field work ends (no further work required) or a maximum of 6 months from the end of fieldwork (further fieldwork is required). Resourcing of the post-excavation phase is dependent on findings. Where further publication is required a detailed publication programme will be provided within 4 weeks of completion of fieldwork, and a publication report will be programmed for completion within an acceptable timeframe.

The prepared client/archive report will be commensurate with the results of the fieldwork, and will be consistent with the principles of Management of Research Projects in the Historic Environment (MoRPHE) (Historic England 2015) and contain the following:

Summary. A concise summary of the work undertaken and the results;

Introduction. Introduction to the project including the reasons for work, funding, planning background;

Background. The history, layout and development of the site;

Aims and Objectives;

Methodology. Strategy and technique for site excavation;

Results. Detailed description of findings outlining the nature, location, extent, date of any archaeological material;

Deposit Model. Description of events behind the archaeological stratigraphy and geological deposition;

Specialist Reports. Description of the artefactual and ecofactual remains recovered;

Discussion and Conclusions. A synopsis interpreting the archaeological deposits and artefacts, including details of preservation, impact assessment, wider



survival, condition and relative importance of the site and its component parts in local, regional and national context;

Bibliography;

Appendices. Context Descriptions, Finds Concordance, Project Archive Contents and Archive Deposition, HER/OASIS Summary Sheet;

Illustrative material including maps, plans, drawings and photographs.

One hard or digital copy of the report, clearly marked DRAFT, should be prepared and presented to SCCAS within four weeks of the completion of site works unless there are reasonable grounds for more time.

Digital and paper report copies will be supplied to the client and SCCAS (one copy and a .pdf copy). An OASIS entry will be completed and a summary included with the report. A .pdf file of the report will be uploaded to the ADS. A digital vector plan will be included with the report, which will be compatible with ESRI or MapInfo GIS software which will also be made available on request subsequent to the report being issued.

It is understood that, if substantial archaeological remains are recorded during the project, it will be necessary to undertake a full programme of analysis and publication in accordance with the guidelines of MoRPHE. The project report will contain recommendations as to whether this will be appropriate. The archaeological advisory and planning role of Suffolk County Council's Archaeological Service Team will be acknowledged in any report or publication generated by this project.

Provision has been made for a summary in the annual PSIAH roundup if positive results are drawn from the evaluation.



## 9.0 PROJECT ARCHIVE AND DEPOSITION

A full archive will be prepared for all work undertaken in accordance with guidance from the Selection, Retention and Dispersion of Archaeological Collections, Archaeological Society for Museum Archaeologists, 1993, and in accordance with Archaeological Archives in Suffolk: Guidelines for Preparation and Deposition (SCCAS Conservation Team, 2023).

Arrangements will be made for the archive to be deposited with the appropriate receiving body, under an appropriate accession number and subject to agreement with the legal landowner where finds are concerned. Material collected by archaeological fieldwork, except for human remains and artefacts classified as treasure, belong to the landowner unless there has been a transfer of ownership title. As a condition of acceptance, SCCAS requires that the landowner transfers the ownership title to Suffolk County Council as an unconditional gift. A completed transfer of ownership form (PDF) is required to be uploaded on the invoice request form, this is to ensure that permission has been granted to deposit the finds with Suffolk County Council before the archive deposition is charged for and the planning conditions are discharged, (SCCAS, 2023).

The archive will be quantified, ordered, indexed, cross-referenced and checked for internal consistency. The material will be catalogued, labelled and packaged for transfer and storage in accordance with the guidelines set out in the United Kingdom Institute for Conservation's Conservation Guidelines No.2 and the Archaeological Archives Forum's Archaeological Archives, A guide to best practice, compilation, transfer and curation (Brown, 2007).

Arrangements for the long-term storage and deposition of all artefacts will be agreed with the landowner and SCCAS during the reporting stage. Transfer of title and the transfer of the ownership of the archive to the County Archive Facility will be arranged at this time, and the arrangements indicated in the evaluation report.

Where the project comprises multiple stages, the entire archive will be collated and deposited as a whole.



## 10.0 HEALTH AND SAFETY

BA operates a comprehensive Health and Safety Policy in accordance with the Health and Safety Executive. This Policy is based on a Health and Safety system in line with the Federation of Archaeological Managers and Employers (FAME) Health and Safety Field Manual, which is regularly updated by supplements.

BA holds employer's liability; public liability and professional indemnity insurance arranged through Towergate Insurance (see Appendix 3).

### 10.1 Code of Practice, Risk Assessment and Site Induction

BA's Code of Practice covers all aspects of excavation work and ensures all risks are adequately controlled. A site visit will be undertaken and an assessment of the potential risks be highlighted including the potential for toxins and contaminants. It will be the responsibility of the client/agent to undertake a full assessment of any toxins present and services present and provide Britannia Archaeology Ltd with a report detailing the results, prior to the commencement of any fieldwork. A full site risk assessment will be produced using this information and suitable tools and PPE will provided and used based on the results of any pre-project investigation.

The assessment of risk is an on-going process and this document can be updated if any change in risk occurs on site. A copy of the Risk Assessment is kept on site, read and countersigned by all staff and visitors during the BA site induction.

### 10.2 COVID-19

Britannia will closely monitor and adhere to the Standard Operational Procedure (SOP) outlined by the Construction Leadership Council and Prospect. A full Covid-19 Risk Assessment will be undertaken and will be available upon request.



## 11.0 RESOURCES

The archaeological works will be undertaken by a team of professional archaeologists, qualified to undertake this type of work (Appendix 1). Full CV's are available on request.

All site work will be undertaken by a Projects Officer (with a field team if required) in close communication with a Project Manager. This project officer will also be responsible for post-excavation and publication in liaison with the relevant specialists (Appendix 2).

Other specialists may be consulted and will be made known to the SCCAS planning archaeologist for approval prior to their engagement. Any changes to the specialists documented in Appendix 2 will be made known to the SCCAS planning archaeologist immediately.



## 12.0 TIMETABLE AND PROGRAMME OF WORK

The archaeological evaluation fieldwork is likely to begin in February 2023, pending approval of this Written Scheme of Investigation by SCCAS. It is anticipated that the evaluation will take three days with two members of staff on site to open and record the trenches. Provision has been made for additional contingency days should any unexpected remains be encountered.

The client is aware of the working methods and provision has been made to allow access to undertake trenching as required by the design brief.

The SCCAS Archaeologist will be responsible for monitoring progress and standards throughout the project. The SCCAS archaeologist will be kept updated with developments both on site and in the post excavation process.

Any variations to the WSI will be agreed with the SCCAS Archaeologist prior to work being carried out. The monitoring officer will be kept informed of progress throughout the project. SCCAS will be given a minimum of 10 days written notice of the commencement of work so as to make arrangements for monitoring. The trenches will not be backfilled without the approval of SCCAS. Further trenching or deposit testing may be a requirement of the site monitoring visit if unclear archaeological remains or geomorphological features present difficulties of interpretation, or to assist with the formulation of a mitigation strategy.



## 12.0 BIBLIOGRAPHY

Baker, M. 2023. Brief for a Trenched Archaeological Evaluation at 30 Wellington Road, Eye. Suffolk County Council Archaeological Service.

Brown, D.H. 2007. Archaeological Archives. A guide to best practice in creation, compilation, transfer and curation; Archaeological Archives Forum.

Brown, N. And Glazebrook, J. 2000. Research and Archaeology: a Framework for the Eastern Counties, 2. research agenda and strategy; East Anglian Archaeol. Occ. Paper 8.

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SCCAS Conservation Team, 2023. Archaeological Archives in Suffolk: Guidelines for Preparation and Deposition.

SCCAS Conservation Team, 2023. Requirements for Trenched Archaeological Evaluation

United Kingdom Institute for Conservation, 1983. Packaging and Storage of Freshly-Excavated Artefacts from Archaeological Sites; Conservation Guidelines No. 2.





Websites:

The British Geological Survey (Natural Environment Research Council) – Geology of Britain Viewer - [www.bgs.ac.uk/opengeoscience/home.html?Accordion2=1#maps](http://www.bgs.ac.uk/opengeoscience/home.html?Accordion2=1#maps)

English Heritage PastScape [www.pastscape.org.uk](http://www.pastscape.org.uk)

Archaeological Data Service (ADS) [www.ads.ahds.ac.uk](http://www.ads.ahds.ac.uk)

English Heritage National List for England  
[www.english-heritage.org.uk/professional/protection/process/national-heritage-list-for-england](http://www.english-heritage.org.uk/professional/protection/process/national-heritage-list-for-england)

DEFRA Magic <http://magic.defra.gov.uk/website/magic>



## APPENDIX 1 STAFF

The following members of staff have the skills and experience necessary to undertake the supervision of archaeological work as required in the brief. All have a wide range of experience on a variety of site types.

Project Officer Alice Schute BSc (Hons)

Qualifications: University of Exeter, Archaeology with Forensic Science  
(2015-2018)

Alice joined Britannia Archaeology in early 2019 as a Trainee Site Assistant moving to a Supervisor position and in 2022 took on a new role as Trainee Project Officer. As an undergraduate she was involved in the Ipplepen Project in Devon and participated in the excavation of a Prehistoric Indian Site in South Dakota. Since 2016, Alice has been involved in a community archaeological dig, the Aylsham Roman Project, first as a volunteer and recently as a member of staff with Britannia Archaeology who supervise the project. Since joining Britannia Archaeology, Alice has worked on and supervised numerous excavations and evaluations across East Anglia, developing her excavation skills and commercial archaeological experience.

Specialist Andy Fawcett MA, BA (Joint Hons)

Qualifications: University of Leicester, MA Post-Excavation (1996-1997)  
University of Leicester, BA (Joint Hons) Archaeology and Ancient  
History (1993-1996)

Experience: Andy joined Britannia Archaeology in 2017 as a Specialist and has twenty years commercial archaeological experience. Since 1997 Andy has worked for three commercial units and extensively as a free-lance specialist in the field of late Iron Age/Roman ceramics and ceramic building materials. In this time he has produced a large number of evaluation, assessment and publication reports (principally from around the midlands and south-east areas of England) as well undertaking several outreach and teaching roles. Andy's particular area of research within the overall study of ceramics concerns late Iron Age and Roman cremation issues.



Director Dan McConnell BSc (Hons) MCI fA

Qualifications: University of Bournemouth, BSc (Hons) Archaeology (1995-1998)

Experience: Dan is a Director at Britannia Archaeology and has 22 years commercial archaeological experience. He took part in several archaeological projects in the north of England from the late 1980s onwards, including the Wharram Percy Research Project and Mount Grace Priory excavations. Within commercial archaeology he has been involved with many small to large scale archaeological projects in the United Kingdom and Ireland including major infrastructure schemes. Since relocating to East Anglia in 2004 he has carried out and managed several small to large scale excavations across the south and east of England. In 2008 Dan became a County Archaeologist for the Cambridgeshire County Council Historic Environment Team before joining Britannia in 2014. His main research interests focus on the early pre-historic period (in particular the Neolithic) of the British-Isles and late post-medieval archaeology.

Director Martin Brook BA (Hons) MCI fA

Qualifications: University of Leicester, BA (Hons) Archaeology (2003 – 2006)

Experience: Martin is a Director at Britannia Archaeology and has 14 years commercial archaeological experience. He specialises in logistical project management, archiving and fieldwork. He has carried out numerous excavations and evaluations throughout East Anglia and the Midlands, and works closely with local and national museums when archiving sites. His research interests are focused on the British Iron age specifically funerary traditions in the south of England and in East Yorkshire. Martin specialises in metalwork finds from the period, specifically those associated with grave goods and personal adornment.



## APPENDIX 2 - SPECIALISTS

Prehistoric Pottery:	Andrew Fawcett (BA)
Roman Pottery:	Andrew Fawcett (BA)
Saxon and Medieval Pottery:	Sue Anderson (Independent) Andrew Fawcett (BA)
Post Medieval Pottery:	Sue Anderson (Independent) Andrew Fawcett (BA)
Flint:	Dan McConnell (BA)
Animal Bone:	Julie Curl (Sylvanus Archaeology)
Human Bone:	Julie Curl (Sylvanus Archaeology) Dr Malin Holst (York Osteoarchaeology Ltd)
Environmental:	Matt Law (LP Archaeology) Val Fryer (Independent)
Pollen and Seeds:	Quest (Reading University)
Charcoal and Wood:	Dr Roderick Bale (University of Trinity St David) Mike Bamforth (Independent) Steve Allen (YAT)
Soil Micromorphology:	Earthslides (University of Newcastle) Quest (Reading University)
Carbon-14 Dating:	Beta Analytic Inc
Conservation:	University of Leicester Archaeological Services (ULAS)
Metalwork:	Rebecca Sillwood (Headland)
Leather:	Quita Mould (Independent)
Glass:	Cecily Cropper (Independent)
Small Finds:	Nick Cooper (ULAS) Rebecca Sillwood (Independent)
Illustration:	Dave Watt (Independent)



Slag:	Jane Cowgill (Independent) Rebecca Sillwood (independent)
Geophysical Consultant:	Dr Dave Bescoby
Air Photographic Assessments:	Alison Deegan (BSc)
Topographic Survey:	Dan McConnell (BA)
CAD:	Dan McConnell (BA)
Metal Detecting:	Steve Clarkson PCIfA
Coins & Medals:	Dr Adrian Marsden (Norwich Castle Museum)



### APPENDIX 3 – INSURANCE DETAILS

	Employers Liability Insurance	Public Liability	Professional Indemnity
Insurer	Towergate Insurance	Towergate Insurance	Towergate Insurance
Extent of Cover	£10,000,000	£5,000,000	£5,000,000
Policy Number	000436	000436	201101352/1236