

**Archaeological monitoring at  
Braintree Golf Club,  
Kings Lane, Stisted, Braintree, Essex  
November 2012**



**report prepared by  
Adam Wightman**

**commissioned by  
Braintree Golf Club**

CAT project ref.: 12/11b  
Braintree Museum accession code: pending  
HEM site code: SSBG12  
NGR: TL 7960 2530 (c)



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**CAT Report 674**  
December 2012

This is the summary report on the archaeological monitoring carried out by the Colchester Archaeological Trust (CAT) during the creation of a new pond between hole 6 and hole 7 at the Braintree Golf Club (NGR TL 7960 2530 (c); Fig 1). The monitoring took place on the 19th-21st November 2012.

The site is situated within an area which contains evidence for probable prehistoric activity as indicated by cropmark features. For more information on the historical background of the area and details of archaeological finds recovered in the vicinity, see the Essex County Council brief (HEM 2012) and the Written Scheme of Investigation (CAT 2012), which are appended to this report.

The archaeological monitoring covered the removal of topsoil from the area of the pond (approximately 3,000 m<sup>2</sup>; Fig 2). This was carried out using a mechanical excavator equipped with a toothless ditching bucket under the supervision of a CAT archaeologist. The spoil generated during the excavation of the pond was deposited in a clearing in the woodland to the north-west (Fig 2). No ground was disturbed in the clearing.

Beneath the turf was a homogeneous grey/brown clayey-silt topsoil (L1) which was between 200mm and 300mm thick and directly overlaid the orange/grey natural clay with patches of flint gravel (L2; Plate 1). The topsoil within the area of the new pond would have been ploughed in the 20th century as, prior to the acquisition of this part of the course by Braintree Golf Club in the 1970s, this land was used for arable farming. The topsoil contained occasional charcoal flecks and brick and peg-tile fragments but relatively few archaeological finds. One sherd of abraded flint-tempered pottery, eight worked flints, peg-tile fragments and a clay-pipe stem were all recovered during the topsoil-stripping. The pottery sherd has oxidised surfaces which suggests a Late Bronze Age date (Plate 3). Seven of the worked flints (a primary hard-hammer flake, three secondary hard-hammer flakes, two tertiary hard-hammer flakes, and a core) are probably Late Neolithic/Early Bronze Age in date. The two secondary flakes both have retouched notches and one also has an area of scraper retouch (Plate 3). A soft-hammer-struck blade with patinated surfaces and probable usewear damage (Plate 3) probably dates to the Early Neolithic period. The flints and pottery sherd have all been retained.

Two modern pits, several small, discrete patches of charcoal, seven natural glacial features and numerous trenches for modern land-drainage pipes were observed following the removal of the topsoil (Plate 2). No features of archaeological significance were identified on the pond site.

The recovery of flint-tempered pottery and worked flints from the topsoil suggests some activity in the local area during the later prehistoric period. However, the low number of finds recovered and the absence of any archaeological features or deposits indicates that the site was peripheral to any prehistoric or subsequent settlements located in the vicinity.

### **Acknowledgements**

CAT would like to thank Braintree Golf Club for commissioning and funding the project. The site work was undertaken by A Wightman. The prehistoric pottery was identified by S Benfield. The project was monitored by Teresa O'Connor for the Historic Environment Management team of Essex County Council.



**Plate 1: the topsoil L1, view west.**



**Plate 2: a land-drainage pipe trench, view north-east.**



**Plate 3: finds, from left to right - a sherd of flint-tempered pottery; a flint blade; a flint flake with two retouched notches and an area of scraper retouch; and a flint core.**

## References

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

- |     |      |   |
|-----|------|---|
| CAT | 2012 | Written Scheme of Investigation for archaeological monitoring at Braintree Golf Club, Stisted, Braintree, Essex, by D Shimmin |
| HEM | 2012 | Brief for archaeological monitoring at Braintree Golf Club, Stisted, Braintree, by T O'Connor of the ECC HEM team             |

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### Distribution list:

Mike Parmenter, Braintree Golf Club  
Teresa O'Connor, ECC HEM team  
Essex Historic Environment Record



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Adamsx c://reports 12/braintree/report674x.doc

## **Appendix 1: contents of archive**

One A4 document wallet containing:

### **1 Introduction**

- 1.1** Copy of the evaluation brief issued by the ECC HEM team
- 1.2** Copy of the WSI produced by CAT
- 1.3** Risk assessment
- 1.4** 2 x A4 site plans provided by developer

### **2 Site archive**

- 2.1** Site digital photographic record
- 2.2** Attendance register
- 2.3** Context sheets (L1-L2)
- 2.4** Finds register
- 2.5** Site photographic record on CD

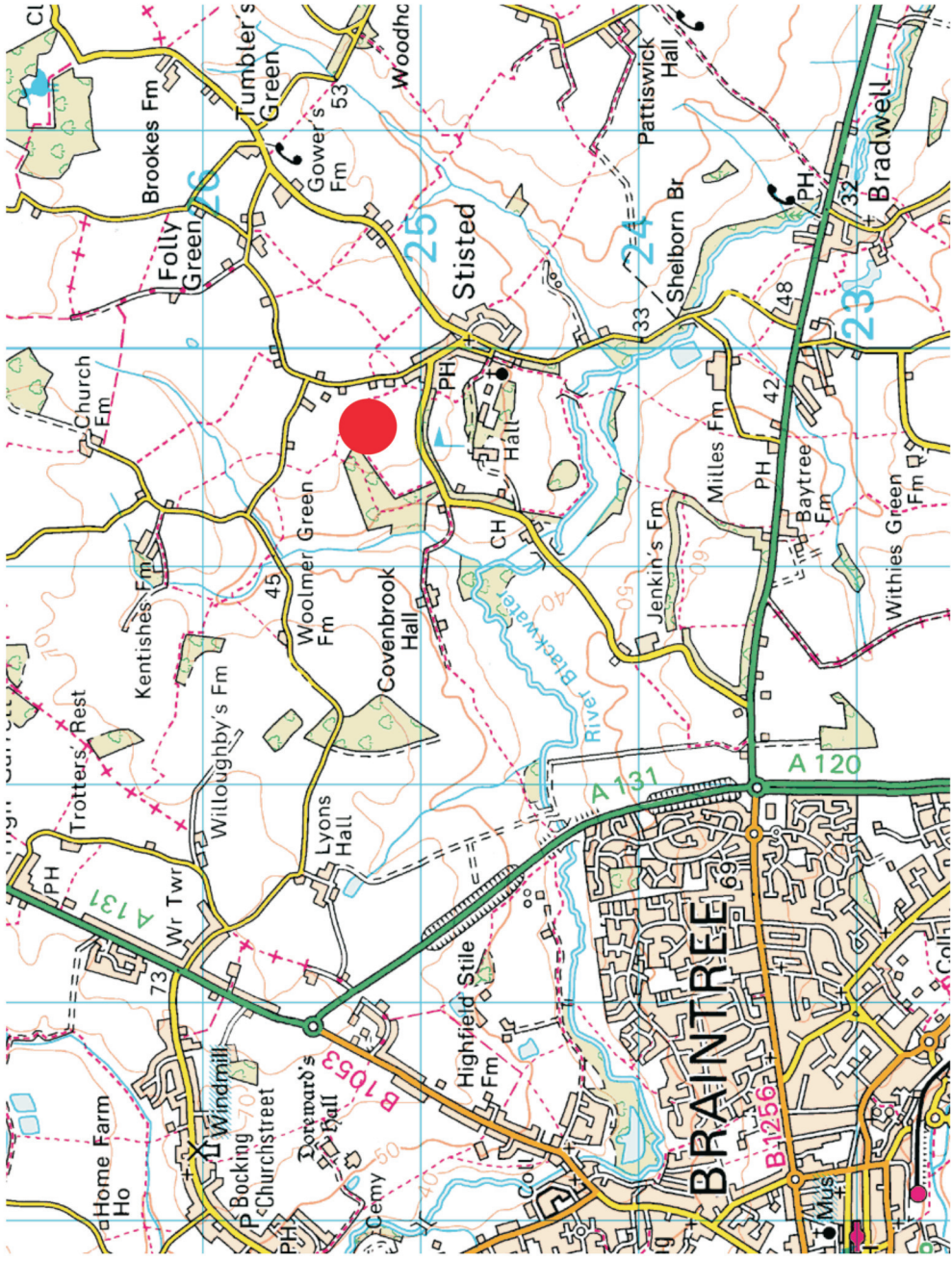
### **3 Research archive**

- 3.1** Monitoring (client) report

### **Not in wallet**

The finds (1 small bag)

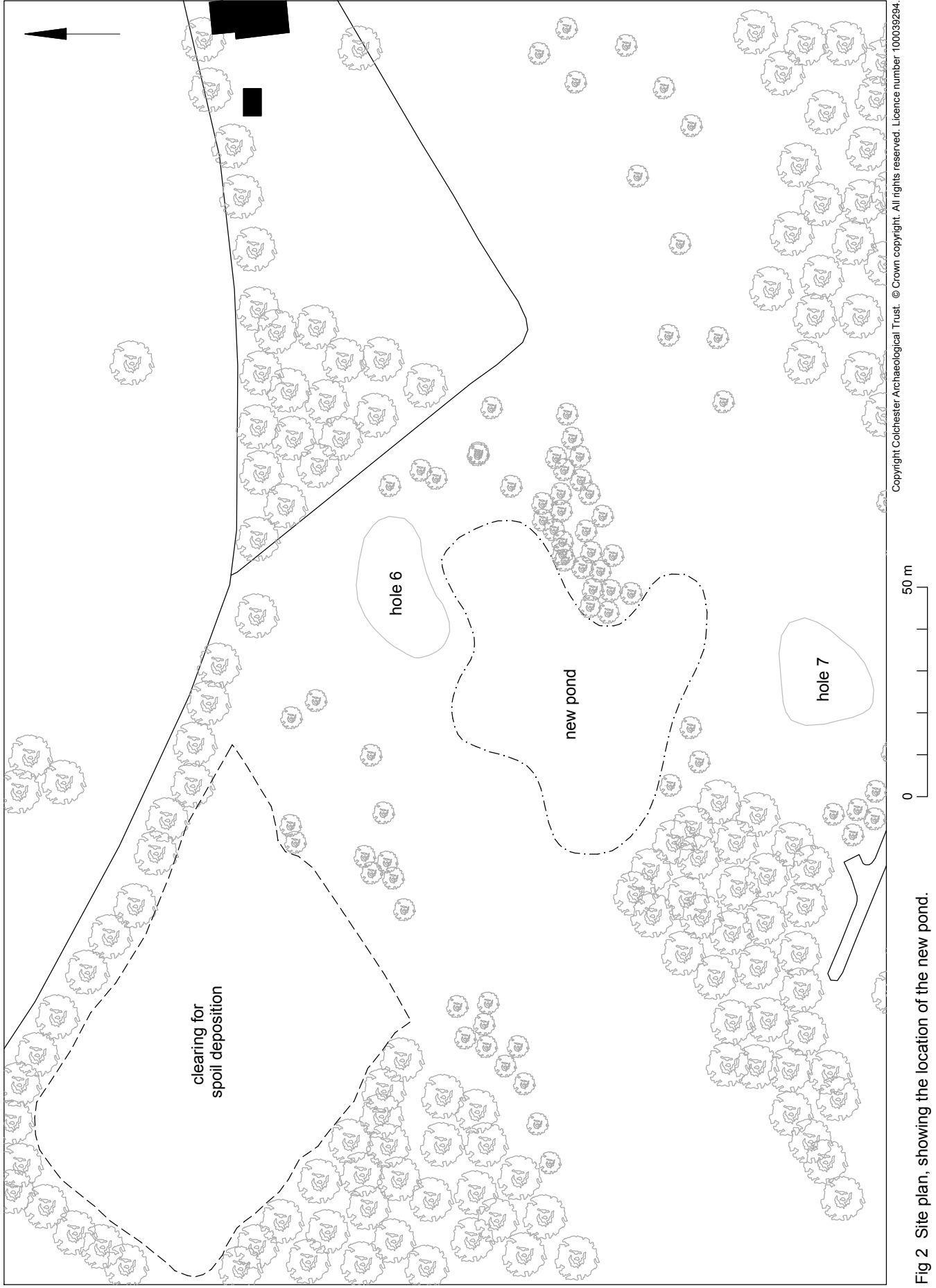




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Fig 1 Site location (marked by a red dot).



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Fig 2 Site plan, showing the location of the new pond.

## Essex Historic Environment Record/ Essex Archaeology and History

### Summary sheet

<b>Address:</b> Braintree Golf Club, Kings Lane, Stisted, Braintree, Essex	
<b>Parish:</b> Stisted	<b>District:</b> Braintree
<b>NGR:</b> TL 7960 2530 (c)	<b>Site codes:</b> CAT project – 12/11b ECC – SSBG12 Museum accession – pending
<b>Type of work:</b> Archaeological monitoring	<b>Site director/group:</b> Colchester Archaeological Trust
<b>Date of work:</b> 19th-21st November 2012	<b>Size of area investigated:</b> approximately 3,000 m <sup>2</sup>
<b>Location of curating museum:</b> Braintree Museum	<b>Funding source:</b> Developer
<b>Further seasons anticipated?</b> No	<b>Related EHER numbers:</b> 6385, 19953, 30193
<b>Final report:</b> CAT Report 674	
<b>Periods represented:</b> -	
<p><b>Summary:</b> Archaeological monitoring was carried out by the Colchester Archaeological Trust during the creation of a new pond between hole 6 and hole 7 of the Braintree Golf Club golf course. A sherd of flint-tempered pottery and eight worked flints were recovered from the topsoil, suggesting some activity in the area during the later prehistoric period. No archaeological features or deposits were identified.</p>	
<b>Previous summaries/reports:</b> None	
<b>Keywords:</b> -	<b>Significance:</b> neg
<b>Author of summary:</b> Adam Wightman	<b>Date of summary:</b> December 2012



**ARCHAEOLOGICAL MONITORING,  
BRAINTREE GOLF CLUB,  
STISTED,  
BRAINTREE**

July 2012



Essex County Council

**Site:** Braintree Golf Club Ltd, Kings Lane, Stisted, Braintree Essex CM77 8DD

**Planning app. no.:** 12/00825/FUL

**Agent:** Mick Parmenter ([Michael@micknews.plus.com](mailto:Michael@micknews.plus.com), tel: 01376 324654)

**HEM Officer:** Teresa O'Connor (01245 437638)

**Museum:** Robert Rose, Museum Collections & Heritage Manager, Braintree District Museum  
Email: [robert.rose@braintree.gov.uk](mailto:robert.rose@braintree.gov.uk) Tel. (01376) 325266 or (01376) 551414 Ext. 6180)

***This archaeological brief is only valid for six months. After this period the HEM Team of the Historic Environment Branch of Essex County Council should be contacted to assess if changes are required to the brief. Any written scheme of investigation resulting from this brief shall only be considered for the same period.***

*The contractor is advised to visit the site before completing their **written scheme of investigation** as there may be implications for accurately costing the project.*

## **1. Introduction**

The HEM Team of the Historic Environment Branch of Essex County Council has prepared this brief for archaeological monitoring and excavation at the above site. The proposed development comprises the creation of a new lake on the 6th hole for golfing interest and backup water storage for irrigation of the course. The proposed development lies on land with archaeological potential particularly for remains associated with nearby cropmark features. The purpose of the archaeological work is to determine the presence or absence and significance of any surviving archaeology and record the deposits prior to development.

## **2. Site Location and Description**

The golf club is located off Kings Lane, Stisted (NGR TL 76900 25300). The proposed new lake will be on the 6<sup>th</sup> hole which lies north of Kings Lane and east of Rectory Road. The lake will be in an area of the existing golf course while the backup water storage will be located in an area currently under scrub and vegetation.

## **3. Planning Background**

A planning application for the creation of a new lake on the 6th hole for golfing interest and backup water storage for irrigation of the course was submitted to Braintree District Council in June 2012.

As the development lies in an area of significant archaeological potential, the Historic Environment Branch of Essex County Council made the following recommendation to the LPA in line with advice

given in National Planning Policy Framework (replacing Planning Policy Statement 5 – Planning for the Historic Environment):

**RECOMMENDATION: Full condition**

**"No development, or preliminary groundworks, of any kind shall take place until the applicant has secured the implementation of a programme of archaeological work and recording in accordance with a written scheme of investigation which has been submitted by the applicant, and approved by the planning authority."**

All archaeological work should be undertaken by a professional recognised archaeological contractor and there will be a financial implication for the applicant.

#### **4. Archaeological Background**

The following archaeological background utilises the Essex Historic Environment Record (EHER) held at Essex County Council, County Hall, Chelmsford. Prospective contractors are advised to visit the EHER prior to the completion of any written scheme of investigation (To make an appointment contact Ms A. Bennett, 01245 437637).

The proposed site is situated within an area that contains evidence for historic activity as indicated by cropmark features. These include features such as linears and pits to the north and enclosures and trackways to the south, which may date to the prehistoric period or later. To the south of the site is the current Stisted Hall (HER 30193), a 19<sup>th</sup> century country house which is Grade II\* listed building, the current golf course is situated within the former Stisted Hall designed landscape (HER 19953). An earlier manor house (HER 6385) that was demolished before the current house was built dated to before the 16<sup>th</sup> century and is likely to have Medieval origins. In the process of building the Hall 6 Roman urns were found which may indicate that there is a Roman cemetery within the area. Historic field boundaries are still visible within the vegetation on aerial photos within this area of the golf course.

#### **5. Requirement for Work**

The archaeological monitoring will cover the area to be topsoil stripped in the area of the lake and any other areas of significant groundworks. Should any archaeological features be revealed these will need to be investigated, planned and if necessary (due to depths) excavated under archaeological control.

#### **6. General Methodology**

6.1 A professional team of field archaeologists shall undertake the archaeological work. The number of staff involved and the structure of the team, with an estimated timetable shall be stated in the

written scheme of investigation. Notification of the supervisor/project manager's name for the project shall be provided to the HEM Team one week in advance of commencement of work.

- 6.2 The archaeological contractor is expected to follow the Code of Conduct of the Institute of Field Archaeologists.
- 6.3 The contractor shall ensure detailed study of all mains' service locations and avoid damage to these.
- 6.4 All Health and Safety guidelines must be followed on site.
- 6.5 At the start of work (immediately before fieldwork commences) an OASIS online record <http://ads.ahds.ac.uk/project/oasis/> must be initiated and key fields completed on Details, Location and Creators forms.

## **7. Monitoring methodology**

- 7.1 The contractor shall provide details of the site surveying, excavation and finds recovery policy in the written scheme of investigation. The site grid shall be tied into the National Grid.
- 7.2 Machine stripping shall be undertaken to an agreed standard, using a toothless ditching bucket, and under the supervision and to the satisfaction of a professional archaeologist. The exposed sub-soil or archaeological horizon will be cleaned by hand immediately after machine stripping, if required and any archaeological deposits or negative features planned.
- 7.3 Details of the site planning policy shall be given in the written scheme of investigation. The normal preferred policy for the scale of archaeological site plans is 1:20 and sections at 1:10, unless circumstances indicate that other scales would be more appropriate.
- 7.4 The contractor shall provide details of the sampling strategies for retrieving artefacts, biological remains (for palaeoenvironmental and palaeoeconomic investigations), and samples of sediments and/or soils (for micromorphological and other pedological/sedimentological analyses). Advice on the appropriateness of the proposed strategies will be sought from the English Heritage Regional Adviser in Archaeological Science (East of England). A guide to sampling archaeological deposits (Murphy and Wiltshire 1994) is available from the HEM.

- 7.5 The photographic record shall include both general and feature specific photographs, a photographic scale (including north arrow) shall be included in the case of detailed photographs. The photographic record shall be accompanied by a photographic register detailing as a minimum feature number, location, and direction of shot.
- 7.6 The IFA's *Standards and Guidance for Archaeological Watching Briefs and excavation* as well as the EAA *Standards for Field Archaeology in the Eastern Region* document should be used for additional guidance in the production of the written scheme of investigation, the content of the report, and the general execution of the project.

## **8. Finds**

- 8.1 All finds, where appropriate, shall be washed.
- 8.2 All pottery and other finds where appropriate, shall be marked with the site code and context number.
- 8.3 The written scheme of investigation shall include an agreed list of specialist consultants, who might be required to conserve and/or report on finds, and advise or report on other aspects of the investigation.
- 8.4 The requirements for conservation and storage shall be agreed with the appropriate museum prior to the start of work, and confirmed in writing to the HEM Team.

## **9. Results**

- 9.1 The report shall be submitted within a length of time (but not exceeding 4 months) from the end of the fieldwork to be agreed between the developer and archaeological contractor. A full digital copy of the report will be supplied to the HEM.
- 9.2 This report must contain:
- The aims and methods adopted in the course of the archaeological monitoring.
  - Location plan of excavated areas and/or other fieldwork in relation to the proposed development. At least two corners of each of the areas shall be given 10 figure grid references.
  - A section/s drawing showing depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale.

- Methodology and detailed results including a suitable conclusion and discussion. Where appropriate the discussion should be completed in consultation with the Eastern Counties Research Agenda and Strategy (Brown and Glazebrook 2000).
- All specialist reports or assessments
- A concise non-technical summary of the project results.

9.3 An EHER summary sheet shall also be completed within four weeks (copy attached with brief) and supplied to the HEM Team officer. This will be completed in digital form (copy can be emailed). This shall include a plan showing the position of the excavation.

9.4 All parts of the OASIS online form must be completed for submission to the EHER. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).

9.5 Publication of the results, at least to a summary level (i.e. round up of archaeology in Essex in *Essex Archaeology and History*) shall be undertaken in the year following the archaeological field work. An allowance shall be made within the costs the report to be published in an adequately peer reviewed journal or monograph series

## **10. Archive Deposition**

10.1 The requirements for archive storage shall be agreed with the appropriate museum, and confirmed to the HEM Team.

10.2 If the finds are to remain with the landowner a full copy of the archive shall be housed with the appropriate museum.

10.3 The full archive shall be deposited with the appropriate museum within 2 months of the completion of the report and confirmed with the HEM Team.

10.4 A summary of the contents of the archive shall be supplied to the HEM Team at the time of deposition to the museum.

## **11. Monitoring**



11.1 The HEM Team of Essex County Council will be responsible for monitoring progress and standards throughout the project. This will include the fieldwork, post-excavation and publication stages.

11.2 Notification of the start of work shall be given to the HEM Team one week in advance of its commencement.

11.3 Any variations of the written scheme of investigation shall be agreed with the HEM Team prior to them being carried out.

## **12. Contractors Written Scheme of Investigation**

12.1 In accordance with Standards and Guidance produced by the IFA this design brief should not be considered sufficient to enable the total execution of the project. A WSI is required therefore in order to provide *the basis for a measurable standard* and for submission by the developer to the Local Planning Authority for approval.

12.2 Archaeological contractors shall forward a written scheme of investigation to the HEM Team of Essex County Council for validation **before** any work is undertaken on site. This validation is undertaken on behalf of the Planning Authority.

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

## **References**

- |                |      |  |
|----------------|------|--|
| Brown, N. and  | 2000 | <i>Research and Archaeology: A Framework for the Eastern Counties 2.</i>   |
| Glazebrook, J. |      | <i>Research agenda and strategy</i> East Anglian. Archaeol. Occ. Pap. 8  |
| Gurney, D.     | 2003 | <i>Standards for Field Archaeology in the East of England</i> East Anglian. Archaeol. Occ. Pap. 14                           |
| Medlycott, M.  | 2011 | <i>Research and archaeology revisited: A revised framework for the East of England, East Anglian Archaeol. Occ. Paper 24</i> |

**For further information regarding the content of this brief and as part of our desire to provide a quality service, we would welcome any comments you may have on the content and presentation of this archaeological brief. Please address them to the author at the address below.**

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Written Scheme of Investigation  
for archaeological monitoring

at

Braintree Golf Club, Stisted,  
Braintree, Essex

November 2012

commissioned by  
Braintree Golf Club



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## **1 Introduction**

- 1.1 This is a Written Scheme of Investigation (WSI) for archaeological monitoring at Braintree Golf Club, Stisted, Braintree, Essex, during a development of the golf course.
- 1.2 The site (NGR: TL 7960 2530) is situated off Kings Lane, Stisted, a couple of miles to the north-east of Braintree.
- 1.3 The proposed development primarily involves the creation of a new pond on the 6th hole. This lies to the north of Kings Lane, in an area of the existing golf course.
- 1.4 As the development lies in an area of significant archaeological potential, the Historic Environment Branch of Essex County Council made the following recommendation to the LPA in line with advice given in National Planning Policy Framework (replacing Planning Policy Statement 5 – Planning for the Historic Environment):  
RECOMMENDATION: Full condition  
'No development, or preliminary groundworks, of any kind shall take place until the applicant has secured the implementation of a programme of archaeological work and recording in accordance with a written scheme of investigation which has been submitted by the applicant, and approved by the planning authority.'
- 1.5 This WSI has been written by the Colchester Archaeological Trust (CAT). It sets out proposals for archaeological monitoring, and for post-excavation work including the production of a report, an archive and (if necessary) publication texts. It follows a brief produced by Essex County Council Historic Environment Management Officer (ECC 2012).
- 1.6 Any variations in this WSI will be agreed beforehand with Essex County Council Historic Environment Management Officer (ECC HEM).

## **2 Archaeological background**

- 2.1 The proposed site is situated within an area that contains evidence for historic activity as indicated by cropmark features. These include features such as linears and pits to the north and enclosures and trackways to the south, which may date to the prehistoric period or later.
- 2.2 To the south of the site is the current Stisted Hall (HER 30193), a 19th-century country house which is Grade II\* listed building. The current golf course is situated within the former Stisted Hall designed landscape (HER 19953). An earlier manor house (HER 6385), that was demolished before the current house was built, dated to before the 16th century and is likely to have medieval origins.
- 2.3 In the process of building the Hall, 6 Roman urns were found which may indicate that there is a Roman cemetery within the area.
- 2.4 Historic field boundaries are still visible within the vegetation on aerial photos within this area of the golf course.

## **3 Aims**

The aims of the monitoring are to record the depth and extent of any archaeological remains uncovered during any development at the site, and to assess the date and significance of these remains.

## **4 General Methodology**

- 4.1 All works will be undertaken by professional archaeologists employed by CAT. The field officer(s) will have a level of experience appropriate to the work. Notification of the supervisor/project manager's name for the project shall be provided to the HEM Team one week in advance of commencement of work.
- 4.2 All the latest Health and Safety guidelines will be followed on site. CAT has a standard health and safety policy, which will be adhered to (CAT 2007).
- 4.3 For the purposes of the deposition of the archive, a museum accession code will be obtained through Braintree Museum. The code used will be quoted in any reports arising from the work. A project code will also be obtained from the HEM Team.
- 4.4 The relevant document of the Institute of Field Archaeologists (IFA) will be followed, i.e. *Standard and guidance for an archaeological watching brief* (IFA 2008a), including

its 'code of conduct'. English Heritage's *Management of Research Projects in the Historic Environment* (MoRPHE 2006) will be adhered to throughout the course of the project. Other guidelines followed are those published in EAA 3, EAA 8, EAA 14 and EAA 24.

- 4.5 At the start of work an OASIS online record will be initiated and key fields completed on Details, Location and Creators forms.

## **5 Recording methodology**

- 5.1 'The archaeological monitoring will cover the area to be topsoil stripped in the area of the lake and any other areas of significant groundworks. Should any archaeological features be revealed these will need to be investigated, planned and if necessary (due to depths) excavated under archaeological control' (ECC 2012).
- 5.2 The excavation of the pond will be carried out using a mechanical excavator with a toothless ditching bucket under the continuous supervision of the CAT archaeologist.
- 5.3 CAT will obtain information about existing service locations from the client. If no such information is available, a CAT scan will be undertaken prior to and during excavation. In general, cable and service positions will not be excavated, but will be left as upstanding baulks.
- 5.4 Machine-stripping will continue down to the uppermost surviving levels of archaeological significance. Where no archaeologically significant deposits are exposed, machine excavation will continue until the natural subsoil is reached. The surface of the subsoil will then be scrapped clean and checked for archaeological features.
- 5.5 CAT staff will be given time to investigate, clean, excavate and record any archaeological remains uncovered, and to collect up the finds unearthed. Machine excavation of the subsoil can then continue under the supervision of the client or his contractors.
- 5.6 All archaeological excavations will be carried out by hand to an extent necessary to achieve the aims set out in section 3. This includes a 50% sample of discrete features (pits etc) and 10% of linear features (ditches etc). Fast excavation techniques involving (for instance) picks, forks and mattocks will not be used on complex stratigraphy.
- 5.7 Individual records of excavated contexts, such as layers or features, as well as finds, will be entered on CAT pro-forma record sheets. Registers will be compiled of small finds and soil samples.
- 5.8 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.
- 5.9 The photographic record will consist of general site shots, and shots of all archaeological features and deposits taken on a digital camera. The photographic record shall be accompanied by a register detailing, as a minimum, feature number, location and direction of shot.
- 5.10 The environmental sampling policy is as follows. CAT has an arrangement with Val Fryer whereby any potentially rich environmental layers or features will be appropriately sampled as a matter of course, with any processing and reporting done by VF. If advice is required Helen Chappell at English Heritage will be consulted.
- 5.11 A metal detector will be used to check spoil heaps and any finds recovered. This will not normally be done on demonstrably modern strata.
- 5.12 The site boundaries, features and levels will be tied into Ordnance Datum using a Total Station.

## **6 Finds**

- 6.1 The policy with regard to human remains depends on how old they are. If it is clear, from their position, context, depth, or other factors that the remains are ancient, then the normal procedure is to apply to the Home Office (Department of Constitutional Affairs) 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 monitoring officer will be informed, and any advice and/or instruction



- from the coroner will be followed. **Note:** As the relevant legislation is currently in a state of flux, advice will be sought from ECC HEM and DCA on best practice.
- 6.2 All finds of archaeological relevance will be retained. Policies for later disposal of any finds will be agreed with ECC HEM and Braintree Museum.
  - 6.3 All finds, where appropriate, will be washed.
  - 6.4 A policy of marking for pottery and other finds will be agreed with Braintree Museum. Marking will include the site code and context number.
  - 6.5 Provisions for conservation and storage shall be agreed with Braintree Museum in accordance with their requirements.
  - 6.6 All finds of potential treasure will be removed to a safe place, and the coroner informed immediately, in accordance with the rules of the Treasure Act 1996. The definition of treasure is given in pages 3-5 of the Code of Practice of the above act. This refers primarily to gold or silver objects.
  - 6.7 Finds work will be to accepted professional standards as presented in *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (IFA 2008b).
  - 6.8 A list of specialists available for consultation is given at the end of this WSI.

## 7 Results

- 7.1 Notification will be given to ECC HEM when the fieldwork has been completed.
- 7.2 The full report, including full reports on artefacts, will be submitted to the ECC HEM within a length of time not exceeding 3 months from the end of fieldwork. A digital copy of the report will be supplied to the Essex Historic Environment Record (EHER) as a PDF.
- 7.3 This report will include:
  - The aims and methods adopted in the course of the archaeological work.
  - Location plan of all monitored areas. At least two corners of the area shall be given 10 figure grid references.
  - A section drawing showing the depth of deposits including present ground-level related to Ordnance Datum.
  - The recording methodology and results with a suitable conclusion and discussion.
  - All specialist reports and assessments.
  - A concise non-technical summary of the project results.
- 7.4 An appropriate archive will be prepared to minimum acceptable standards outlined in *Management of Research Projects in the Historic Environment* (MoRPHE 2006).
- 7.5 A digital EHER summary sheet shall also be completed within four weeks and supplied to the Historic Environment officer. This shall include a plan showing the position of the monitored areas.
- 7.6 All parts of the OASIS online form must be completed for submission to the ECC HEM. This should include an uploaded .pdf version of the entire report (a paper copy should also be included with the archive).
- 7.7 If, after discussion with ECC HEM, the results are considered worthy of publication, a report (at least at a summary level) will be submitted to *Essex Archaeology and History*.

## 8 Archive deposition

- 8.1 The full archive will be deposited at Braintree Museum within 6 months of completion of the final report on the project. The guidance in *Archaeological archives: a guide to best practice in creation, compilation, transfer and curation* (IfA 2007) will be followed.
- 8.2 Finds (and other retained materials) will be bagged and boxed in the manner recommended by Braintree Museum. The storage of the archive will accord with Braintree Museum guidelines.
- 8.3 Plans will be presented on hanging strips to fit Braintree Museum storage systems.
- 8.4 The photographic archive is to be presented as follows: original digital data on disk and hard copies of digital photo logs.
- 8.5 A summary of the contents of the archive shall be supplied to ECC HEM at the time of deposition at the museum.

- 8.6 If the finds are to remain with the landowner a full copy of the archive shall be housed with the appropriate museum.

## 9 Monitoring

- 9.1 ECC HEM will be responsible for monitoring progress and standards throughout the project, and will be kept regularly informed during fieldwork, post-excavation and publication stages.
- 9.2 Notification of the start of work will be given to ECC HEM, if possible, one week in advance of its commencement.
- 9.3 Any variations of the WSI shall be agreed with ECC HEM in writing prior to them being carried out.
- 9.4 ECC HEM will be notified when the fieldwork is complete.
- 9.5 The involvement of ECC HEM shall be acknowledged in any report or publication generated by this project.

## 10 References

CAT	2007	<i>Health and Safety Policy</i>
EAA 3	1997	<i>Research and archaeology: a framework for the Eastern Counties 1. Resource assessment</i> , ed by J Glazebrook
EAA 8	2000	<i>Research and archaeology: a framework for the Eastern Counties 2. Research agenda and strategy</i> , ed by N Brown and J Glazebrook
EAA 14	2003	<i>Standards for field archaeology in the East of England</i> , ed by D Gurney, ALGAO East
EAA 24	2011	<i>Research and archaeology revisited: a revised framework for the Eastern Counties . Research agenda and strategy</i> , ed by M Medlycott
ECC	2012	<i>Archaeological monitoring, Braintree Golf Club, Stisted, Braintree</i> , ECC brief, July 2012, by Teresa O'Connor
IFA	2007	<i>Archaeological archives: a guide to best practice in creation, compilation, transfer and curation</i>
IFA	2008a	<i>Standard and guidance for an archaeological watching brief</i>
IFA	2008b	<i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>
MoRPHE	2006	<i>Management of Research Projects in the Historic Environment</i> , English Heritage

Donald Shimmin 8/11/2012

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## **List of team members**

### **Site supervision and recording**

Stephen Benfield or Adam Wightman

### **Assistants**

To be decided

### **Finds consultants**

Stephen Benfield (CAT): Prehistoric and Roman pottery  
Francesca Boghi (NAU): Human bone  
Joanna Bird (Guildford): Samian ware  
Ernest Black (Colchester): Roman brick/tile  
Howard Brooks (CAT): Medieval and Post-Medieval pottery  
Dr Hilary Cool (Nottingham): Roman glass  
Nina Crummy (Colchester): Small finds  
Julie Curl (NAU): Animal bone  
John Davis (Norwich Museum): Roman coins  
Val Fryer (UEA/Loddon): Environmental  
Dr Helen Chappell (English Heritage): Regional Science Advisor  
Hazel Martingell (Braintree): Lithics  
Valerie Rigby (British Museum): LIA ceramics  
Dr Paul Sealey (Colchester Museums): Roman amphoras  
Patricia Ryan (Chelmsford): Medieval and later brick and tile  
Sue Tyler (ECC): Saxon Pottery.  
Helen Walker (ECC): Saxon, Medieval and post-medieval pottery.  
Adam Wightman (CAT): small animal bone and lithic assemblages

### **Graphics**

E Holloway, G Adams, C Lister

### **Report writing**

Stephen Benfield or Adam Wightman

### **Senior Site Staff**

#### **Stephen Benfield BA, Cert Archaeol (Oxon)**

Steve's first involvement with Colchester archaeology was in 1985, working on a Manpower Services Commission sponsored project to assist in processing the enormous collection of Roman pottery from excavations in the town. He graduated from Reading University with a degree in archaeology and also studied for the Certificate in Archaeology at Oxford. Returning to CAT, he has since worked on many CAT projects at various supervisory and directorial positions, including the major projects at Stanway Iron Age burial site and Gosbecks Roman temple/theatre complex. Stephen has also, through much hands-on experience, built up a considerable working knowledge of LIA and Roman ceramics. He now completes ceramic assessments and full reports for CAT, drawing on the unrivalled catalogues provided by the standard Colchester works *Camulodunum* (Hawkes & Hull 1947), *Roman Colchester* (Hull 1958) and now *CAR 10*, and by examining the fabric series held at CAT headquarters.

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

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

Peters Street adjacent to Colchester's Roman wall. He now completes assessments and full reports on small assemblages of animal bone and lithics for CAT.

## **Finds Specialists**

### **Francesca Boghi MSc (Norfolk Archaeological Unit) Human bone**

Francesca has been the Norfolk Archaeological Unit's human bone specialist since 1998. Her previous experience includes work for the Calvin Wells laboratory at the University of Bradford, where she undertook the analysis of 79 skeletons from the medieval cemetery of Pennell Street, Lincoln, Lincolnshire and of a group of Romano-British cremations from Kempston, Bedfordshire. Since joining Norfolk Archaeological Unit she has analysed the medieval assemblage from the parish church of Brettenham, Norfolk (89 skeletons), the human remains from Norwich Whitefriars (thirty-three skeletons from the Carmelite Friary and thirty-seven from the Baptist Chapel of Friary Yard), the skeletal remains from a medieval well in Norwich and numerous other smaller assemblages of inhumations and cremated human remains from the county. In addition she contributes to local education programmes by providing short sessions on skeletal analysis and interpretation. Her professional qualification is an MSc from the University of Sheffield and Bradford in Osteology, Palaeopathology and Funerary Archaeology. She is a member of the British Association of Biological Anthropologists and Osteoarchaeologists (BABAO).

### **Joanna Bird FSA (Guildford) Samian**

Joanna is one of the country's top samian specialists. Among her large corpus of work is a contribution to the publication *Colchester Archaeological Report 10: Roman pottery from excavations in Colchester 1971-1986*.

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

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

### **Howard Brooks BA, MIFA (CAT) Medieval and Post-Medieval pottery**

Howard's involvement in Essex archaeology goes back to 1970 when he dug at Sheepen, Colchester with Rosalind Dunnett (now Niblett). He studied archaeology at the University of Wales, and graduated in 1975. He worked for Colchester Archaeological Trust between 1976 and 1981, and again in 1985, where he was involved at various levels of responsibility (up to Co-Director) in the excavation of deeply stratified urban remains in Roman Colchester and suburbs (Colchester Archaeological Report 3 [1994]). Between 1992 and 1995 he worked for Essex County Archaeology Section, first in directing the fieldwalking and excavation project at Stansted Airport (East Anglian Archaeology 107, 2004), and then in Development Control. Howard then left ECC to set up and run HBAS, the county's smallest contracting team, in which capacity he carried out over twenty field projects and wrote a dozen consultancy reports. He rejoined CAT in 1997. He regularly contributes to Essex Archaeology & History, and teaches University evening classes on archaeology.

### **Dr Hilary Cool FSA MIFA (Nottingham) Roman glass**

Yet another graduate of the University of Wales, Hilary is now a freelance glass and finds specialist, and has written many reports on glass from Colchester sites, including contributions to *Colchester Archaeological Report 6: Excavations at Culver Street, the Gilbert School, and other sites in Colchester 1971-85*, and *Colchester Archaeological Report 9: Excavations on Roman and later cemeteries, churches and monastic sites in Colchester 1971-88 (1993)*. Among her major works is the internationally selling *Colchester Archaeological Report 8: Roman vessel glass from excavations in Colchester 1971-85*.

### **Nina Crummy (Colchester) Small finds**

Nina first worked in the early 1970s as finds assistant on the major urban excavations in Colchester for the Colchester Excavation Committee (later the Trust). Over the next twenty years she built up an unrivalled working knowledge of small finds of all types. She has collaborated in most of the *Colchester Archaeological Reports*, and was principal author of the best-selling *Colchester Archaeological Reports 2 (Roman small finds)*, *4 (The coins from excavations in Colchester 1971-9)* and *5 (The post-Roman small finds from excavations in Colchester 1971-85)*. She recently worked for the Museum of London, and was instrumental in the recent transfer of and the massive improvement in accessibility to archaeological archives in London. She now works freelance on small finds reports for CAT, HBAS, and other bodies including Winchester Excavation Committee.

### **Julie Curl (Norfolk) Animal Bone**

Julie has over 16 years of experience in archaeology and in particular finds for the Norfolk Archaeological Unit and Norfolk Museums Service. After many years working as both a bone specialist

and in graphics for the NAU Julie has recently established her own freelance company Sylvanus in which she specialises in Archaeological and Natural History illustrations as well as being a freelance animal and human bone specialist. She has been producing faunal remains reports for many years and produces assessments and analysis reports for clients across the East Anglian region. She has her own extensive bone reference collection built up over many years. Her particular interests in faunal remains are animal husbandry and pathologies. She has also worked as a conservator, particularly on Pleistocene vertebrates and a wide variety of archaeology and natural history projects at the Norwich Castle Museum. Julie is also an extra-mural lecturer with the University of East Anglia, teaching Animal bones in Archaeology.

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

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

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

Val has fifteen years experience in environmental archaeology, working for English Heritage, County Units and independent archaeological bodies across the United Kingdom and Southern Ireland. She has published reports in *East Anglian Archaeology* (including occasional papers), *Proceedings of the Prehistoric Society*, *Medieval Archaeology* and *Norfolk Archaeology*. Specialist work for various police authorities across England and Northern Ireland. Val is a Member of the Institute of Field Archaeologists with special accreditation for environmental archaeology and she is also a Member of the Association of Environmental Archaeologists.

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

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

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

Hazel has for many years worked as a lithics illustrator and specialist, undertaking work for The British Museum, ECC Field Archaeology Unit and for London and Cambridge Universities, to name but a few. Since 1987 she has been self-employed and has excavated at a Middle Stone Age site at Gorham's Cave, Gibraltar as well as writing and illustrating worked flint reports for CAT, ECC FAU, and the British Museum. Her impressive publication record includes reports on sites from around the globe. Closer to home she has published work in *Essex History and Archaeology*, *The East Anglian Archaeology Monograph series*, *Antiquity* and *British Museum Occasional Papers*. Hazel is a fellow of the Association of Archaeological Illustrators and Surveyors and a founder member of the Lithics Study Group, London.

#### **Valerie Rigby (Hertfordshire) LIA ceramics**

Formerly working for the British Museum, Val is one of the country's leading authorities on later prehistoric ceramics in general, and traded wares in particular. She has published widely. Her major work include *Baldock : the excavation of a Roman and pre-Roman settlement, 1968-72 (Britannia Monograph Series 7, with Ian Stead)*. On a more local level, she has contributed to the magisterial *Colchester Archaeological Report 10: Roman pottery from excavations in Colchester 1971-88*, and to Ros Niblett's *Sheepen: an early Roman industrial site at Camulodunum (CBA Research Report 57, 1985)*.

#### **Patricia Ryan (Chelmsford) Medieval and later brick and tile**

Pat has for many years been examining excavated collections of brick and tile from Essex sites, and contributing reports which are usually consigned to the gloomier parts of archive reports, or as footnotes in published texts. Her regular contributions to *Essex Archaeology & History*, therefore, under-represent the devoted study which Pat has put in over the years. Nobody knows more about local brick and tile, except for David Andrews, with whom she collaborated on significant sections of *Cressing Temple: A Templar and Hospitaller Manor in Essex (1993)*.

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

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

(BAR 142, 1985), contributions to Ros Niblett's *Sheepen: an early Roman industrial site at Camulodunum* (CBA Res Rep 57, 1985). He regularly contributes to *Essex Archaeology & History*.

**Sue Tyler (ECC) Saxon Pottery**

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

**Helen Walker BSc (ECC) Medieval and post-medieval pottery.**

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