Archaeological monitoring and recording:
24 Glen Avenue, Colchester, Essex, CO3 3SD

July 2015

by Pip Parmenter and Mark Baister
on behalf of Mr Cooke and Ms Kelliher

Planning reference: 146587
CAT project ref.: 15/05b
NGR: TL 9770 2543
Colchester Museum accession code: 2015.45
UAD ref: ECC2963
OASIS reference: colchest3-210984

Colchester Archaeological Trust
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CAT Report 868
September 2015
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Cover: general site shot

Fig 1 Site location and footings plan
1 Summary
An archaeological watching brief undertaken during groundworks in advance of a rear extension at 24 Glen Avenue revealed no significant archaeological features or finds. The only discovery was a large modern pit containing modern bottles, pottery and animal bone.

2 Introduction (Figs 1 - 2)
This report presents the results of an archaeological watching brief at 24 Glen Avenue, Colchester, Essex, which was carried out on 14th and 21st July 2015. The work was commissioned by Mr Cooke and Ms Kelliher in advance of the construction of rear extension to the existing dwelling, and was undertaken by Colchester Archaeological Trust (CAT).

In response to consultation with Colchester Borough Council Planning Services (CBCPS), Colchester Borough Council Archaeological Advisor Jess Tipper advised that in order to establish the archaeological implications of this application, the applicant should be required to commission a scheme of archaeological investigation in accordance with paragraphs 128, 129 and 132 of the National Planning Policy Framework (DCLG 2012).

All archaeological work was carried out in accordance with a Brief for Continuous Archaeological Recording, detailing the required archaeological work, written by Jess Tipper (CBCPS 2015), and a written scheme of investigation (WSI) prepared by CAT in response to the brief and agreed with CBCPS (CAT 2015).

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

3 Archaeological background
The following archaeological background draws on the Urban Archaeological Database (UAD) created by Colchester Borough Council and accessed via the Heritage Gateway website.

The proposed development lies in an area of high archaeological potential. It is within an area known for significant archaeological activity, between the Iron Age Lexden Dyke (SM1019965) and the western end of the site of the pre-Roman settlement at Hilly Fields and Sheepen (SM1002173). It is also to the north of the Early Romano-British cemetery area on either side of the Lexden Road. In 1937 a bronze palstave axe-head and an amber bead, possibly from a Bronze Age burial, were found during the removal of a hedge bank on the west side of Glen Avenue, c 140m to the south of the proposed development site (UAD EVT 1102).

4 Results
The site was continually monitored while the building contractors were conducting groundworks. The only archaeological feature was modern pit (F1). It contained modern bottles, pottery and animal bone, and is of no archaeological significance. Three layers were identified in the footings trenches: modern topsoil, 410mm thick (L1), which sealed a post-medieval subsoil, c 310-350mm thick, in which could be seen occasional CBM flecks (L2). This subsoil sealed natural mottled sand (L3).
5 **Finds**
Modern bottles, pottery and animal bone were recovered from modern pit F1. None of these were retained.

6 **Discussion**
Despite the site being in an area of archaeological importance, there were no significant discoveries here. The only find was a modern pit.

7 **Acknowledgements**
CAT thanks Mr Cooke and Ms Kelliher for commissioning and funding the work. The project was managed by Holloway and fieldwork was carried out by M Baister. Site plans were prepared by M Baister and H Brooks. The project was monitored for the CBCPS by Jess Tipper.

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

- **CAT** 2015 *Written Scheme of Investigation for continuous archaeological recording at 24 Glen Avenue, Colchester, CO3 3SD*
- **CBCPS** 2015 *Brief for Continuous Archaeological Recording at 24 Glen Avenue, Colchester, CO3 3SD*
- **CIfA** 2014a *Standard and guidance for archaeological field evaluation*
- **CIfA** 2014b *Standard and guidance for the collection, documentation, conservation and research of archaeological materials*
- **English Heritage** 2006 *Management of Research Projects in the Historic Environment* (English Heritage)
9 Abbreviations and glossary

CAT  Colchester Archaeological Trust
CBCPS  Colchester Borough Council Planning Services
CBM  brick/tile (ceramic building material)
CIfA  Chartered Institute for Archaeologists
context  specific location of finds on an archaeological site
feature (F)  an identifiable thing like a pit, a wall, a drain: can contain ‘contexts’
layer (L)  distinct or distinguishable deposit of soil
modern  period from c AD 1800 to the present
natural  geological deposit undisturbed by human activity
post-medieval  from Henry VIII to c AD1800
UAD  Urban Archaeological Database
WSI  Written Scheme of Investigation

10 Contents of archive

Finds: none retained

Paper and digital record
One A4 document wallet containing:
The report (CAT Report 868)
CBCPS Evaluation Brief, CAT Written Scheme of Investigation
Original site record (Feature and layer sheets, Finds record, plans)
Site digital photos and log, Architectural plans, Attendance register, Risk assessment

11 Archive deposition

The paper and digital archive is currently held by the Colchester Archaeological Trust at
Roman Circus House, Roman Circus Walk, Colchester, Essex, CO2 7GZ, but will be
permanently deposited with Colchester Museum under accession code: 2015.45.

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Mr Cooke and Ms Kelliher
Jess Tipper, Colchester Borough Council Planning Services

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Checked by: Howard Brooks
Date: 22/09/2015
Fig 1 Site plan.
### Summary sheet

**Address:** 24 Glen Avenue, Colchester

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<th>District:</th>
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| **NGR:** | TL 9770 2543 | **Site code:** | CAT project ref.: 15/05b  
UAD ref: ECC2963  
OASIS ref: colchest3-210984 |
| **Type of work:** | Monitoring and recording | **Site director/group:** | Colchester Archaeological Trust |
| **Date of work:** | 14th July 2015 | **Size of area investigated:** | c 20m2 |
| **Location of curating museum:** | Colchester museum  
accession code : 2015.45 | **Funding source:** | Owner |
| **Further seasons anticipated?** | no | **Related UAD/SMR number:** | SM1019965  
SM1002173  
UADEVT1102 |
| **Final report:** | CAT Report 868 | **Periods represented:** | Modern |

**Summary of fieldwork results:**
An archaeological watching brief undertaken during groundworks in advance of a rear extension at 24 Glen Avenue revealed no significant archaeological features or finds. The only discovery was a large modern pit containing modern bottles, pottery and animal bone.

**Previous summaries/reports:** None

**CBC monitor:** Jess Tipper

**Keywords:** Modern

**Author of summary:** Pip Parmenter

**Date of summary:** September 2015
Appendix 1

(following pages)
Written Scheme of Investigation (WSI) for continuous Archaeological Recording at 24 Glen Avenue, Colchester, Essex

**NGR:** TL 9770 2543 (centre)

**Planning reference:** 146587

**Client:** Mr Cooke & Ms Kelliher

**Agent:** Chris Morris Design Ltd

**Curating Museum:** Colchester

**Museum accession code:** 2015.45

**ECC Project code:** n/a

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

**Site Manager:** Ben Holloway

**CBC Monitor:** Jess Tipper

**This WSI written:** 12.05.2015

COLCHESTER ARCHAEOLOGICAL TRUST, Roman Circus House, Roman Circus Walk, Colchester, Essex, C02 7GZ
tel: 07436 273 304
e-mail: archaeologists@catuk.org
Site Location and Description
The proposed development site is at 24 Glen Avenue, Colchester, Essex, CO3 3SD. It lies approximately 1.5 miles to the west of Colchester town centre on the eastern side of Glen Avenue. Centred at NGR TL 9770 2543 (Fig 1).

Proposed work
The development comprises the construction of an extension to the rear of the house to form a new kitchen and shower-room.

Archaeological Background
The following archaeological background derives from the CBCAA brief with data from the Urban Archaeological Database (UAD).

This application lies in an area of high archaeological potential. The development is in an area of high archaeological potential, located between the Iron Age Lexden Dyke (Scheduled Monument 1019965) and the western end of the site the pre-Roman settlement at Hilly Fields and Sheepen (Scheduled Monument 1002173). It is also to the north of the early Romano-British cemetery area grouped on either side of Lexden Road. In 1937 a bronze palstave axe-head and an amber bead, possibly from a Bronze Age burial were found during the removal of hedge bank on the west side of Glen Avenue 140m to the south of the development site (UAD EVT 1102).

Planning Background
A planning application was submitted to Colchester Borough Council for the proposed work (above: Planning reference 146587). As the site lies within an area highlighted by the EHER as having a high potential for archaeological deposits, a full archaeological condition was recommended by Colchester Borough Council Archaeological Advisor (CBCAA). The recommended archaeological condition is based on the guidance given in the National Planning Policy Framework (DCLG 2012) and states:

"Prior to commencement of development, details of a watching brief to be carried out by a suitably qualified archaeologist (during construction works) shall be submitted to and agreed in writing by the Local Planning Authority. The development shall thereafter be carried out in strict accordance with these agreed details. In the event that any significant archaeological features or remains are discovered which are beyond the scope of the watching brief (and require fuller rescue excavation) the construction work shall cease immediately and shall not recommence until a revised programme of archaeological work including a scheme of investigation has been submitted to, and approved in writing, by the Local Planning Authority. This will record and advance understanding of the significance of heritage assets that might be present at this location before they are damaged or destroyed."

Requirement for Work
The required archaeological work involves undertaking a Continuous Archaeological Recording (Watching Brief) of all the groundworks undertaken by the contractor (including the removal of foundations of the previous buildings). The mechanical stripping will involve using a flat–edged ditching bucket whilst under constant archaeological supervision. Details are given in a Project Brief written by CBCAO (Brief for Continuous Archaeological Recording at 24 Glen Avenue, Colchester, Essex - CBC 2015). Once the strip is complete a meeting will be held on site with CBCAA, the developer and CAT to discuss if any further work is needed.

It is anticipated that this work will comprise the complete excavation and recovery of any burials on the site and standard sample excavation of all other features.

Specific research aims are:
▪ Follow requirements as stated in section 3.1 and 3.2 of the Brief
▪ To preserve by record any archaeological remains that may be destroyed by the development.

General Methodology
All work carried out by CAT will be in accordance with:
Professional CAT field archaeologists will undertake all specified archaeological work, for which they will be suitably experienced and qualified.

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

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

A project or site code will be sought from the curating museum, as appropriate to the project. This code will be used to identify the finds bags and boxes, and the project archive when it is deposited at the curating museum.

Written Scheme of Investigation

Prior to start of work, a Written Scheme of Investigation will be submitted to CBCAA. The WSI will describe in appropriate detail how the Brief from CBCAA will be implemented in fieldwork, post-excavation, reporting and publication stages.

The WSI shall be submitted to CBCAA, and fieldwork will not commence prior to approval of WSI from CBCAA.

The WSI will include a location plan of the development site showing area of proposed excavation or trench layout.

OASIS Record

At the start of work (immediately before fieldwork commences) an OASIS online record http://ads.ahds.ac.uk/project/oasis/ will be initiated and key fields completed on Details, Location and Creators forms.

At the end of the project all parts of the OASIS online form will be completed for submission to CBCAA and EHER. This will include an uploaded .PDF version of the entire report.

Staffing

The number of field staff for this project is estimated as follows – one archaeologist to continually monitor the strip

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

Watching brief methodology

There will be sufficient on-site attendance by CAT staff to maintain a watch on all contractors’ ground reduction, footings work, service trench digging, and all related works to record, excavate or sample (as necessary) any archaeological features or deposits.

All topsoil removal and ground reduction, which will be done with a toothless bucket.

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

If any features or deposits uncovered are to be destroyed by the proposed development, time will be allowed for these features to be excavated by hand. This includes a 50% sample of discrete features (pits, etc) and 10% of linear features (ditches, etc).

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

A metal detector will be used to examine the site, spoil heaps, and the finds recovered.
Individual records of excavated contexts, layers, features or deposits will be entered on pro-forma record sheets. Registers will be compiled of finds, small finds and soil samples.

All features and layers or other significant deposits will be planned, and their profiles or sections recorded. The normal scale will be site plans at 1:20 and sections at 1:10, unless circumstances indicate that other scales would be appropriate.

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

The site grid will be tied into the National Grid. Corners of excavation areas and trenches will be located by NGR coordinates.

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

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

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

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

Human remains
Policy depends on the age of the burial. If it is clear from their position, context, depth, or other factors that the remains are ancient, then normal procedure is to apply to the Department of Justice for a licence to remove them. In that case, conditions laid down by the license will be followed.

If it seems that the remains are not ancient, then the coroner, the client, and CBCAA will be informed, and any advice and/or instruction from the coroner will be followed.

Allowance will be made in the budget and timetable to allow a human bone specialist to visit site to advise on recording and lifting human remains (inhumations), and for an experienced conservator to visit site and advise on recording and lifting of fragile grave goods.

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

Post-excavation assessment
If a post-excavation assessment is required by CBCAA, it will be normally be submitted within 2 months of the end of fieldwork, or as quickly as is reasonably practicable and at a time agreed with CBCAA.
Where archaeological results do not warrant a post-excavation assessment, preparation of the normal site report will begin. This is usually a PDF report available as hard copy, and also published on the CAT website and on the OASiS website.

**Finds**

All significant finds will be retained.

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

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

- **animal bones (small groups)**: Adam Wightman
- **flints**: Adam Wightman

or to outside specialists:

- small finds, metalwork, coins, etc: Nina Crummy.
- **animal bones (large groups) and human remains**: Julie Curl (*Sylvanus*)
- environmental processing and reporting: Val Fryer (Loddon)
- conservation of finds: staff at Colchester Museum

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

- **Roman brick/tile**: Ernest Black
- **Roman glass**: Hilary Cool
- **Prehistoric pottery**: Paul Sealey
- **Other**: EH Regional Adviser in Archaeological Science (East of England).

All finds of potential treasure will be removed to a safe place, and the coroner informed immediately, in accordance with the rules of the Treasure Act 1996. The definition of treasure is given in pages 3-5 of the Code of Practice of the above act. This refers primarily to gold or silver objects.

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

**End of Fieldwork, and Report**

Notification will be given to CBCAA when the fieldwork has been completed.

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

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

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

The report will contain:

- The aims and methodology adopted in the course of the archaeological project
- Location plan of site and excavated area in relation to the proposed development. At least two corners of each trench / excavated area will be given 10 figure grid references.
- A section/s drawings showing depth of deposits from present ground level with Ordnance Datum, vertical and horizontal scale.
- Detailed archaeologists results including list of sites resulting from an EHER/UAD search, and historic maps to show changes and development of site, with a suitable conclusion and discussion and results referring to Regional Research Frameworks (Medlycott 2011).
- All specialist reports or assessments
- A concise non-technical summary of the project results.
- As Appendices, the OASiS entry and the WSI.

An EHER summary sheet will also be completed within four weeks and attached as Appendix to the site report, which will be emailed as PDF to CBCAA.

Results will be published, to at least a summary level (i.e. round-up in *Essex Archaeology & History*) in the year following the archaeological field work. An allowance will be made in the project costs for the report to be published in an adequately peer reviewed journal or monograph series.
Archive Deposition
A site archive will be prepared to minimum acceptable standards given in CM 2008, CIfA 2014b, and MoRPHE (EH 2006).

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

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

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

A Drawing Interchange File (.dxf) will be supplied for integration in the UAD/HER. AutoCAD files will also be exported and saved into a format that can be imported into MapInfo.

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

Notification of the start of work will be given to CBCAA one week in advance of its commencement.

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

CBCAA will be notified when the fieldwork is complete.

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

References

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Emma Holloway

Colchester Archaeological Trust, Roman Circus House, Roman Circus Walk, Colchester, Essex, CO2 2GZ
tel: 07436 273 304:
email: eh@catuk.org
Appendix 2

(following pages)
OASIS DATA COLLECTION FORM: England

List of Projects | Manage Projects | Search Projects | New project | Change your details | HER coverage | Change country | Log out

Printable version

OASIS ID: colchest3-210984

Project details
Project name: Colchester 24 Glen Ave WB 15
Short description of the project: Continuous watching brief on an extension to the rear of the house
Previous/future work: No / Not known
Any associated project reference codes: 15/05b - Contracting Unit No.
Type of project: Recording project
Site status: None
Current Land use: Other 5 - Garden
Monument type: - None
Significant Finds: - None
Investigation type: "Watching Brief"
Prompt: National Planning Policy Framework - NPPF

Project location
Country: England
Site location: ESSEX COLCHESTER COLCHESTER 24 Glen Avenue, Colchester, Essex
Postcode: CO3 3SD
Study area: 20 Square metres
Site coordinates: TL 9770 2543 51.891782950574 0.873449535529 51 53 30 N 000 52 24 E Point

Project creators
Name of Organisation: Colchester Archaeological Trust
Project brief originator: CBC Archaeological Officer
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**Project archives**

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**Entered by** Pip Parmenter (pcrparmenter@gmail.com)

**Entered on** 15 September 2015

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**OASIS:**

Please e-mail Historic England for OASIS help and advice
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Cite only: http://www.oasis.ac.uk/form/print.cfm for this page