

# Archaeological monitoring and recording at The Swan public house and Duck Cottage, Hall Street, Long Melford, Suffolk, CO10 9JQ

September-October 2016



**by Laura Pooley**

figures by Laura Pooley and Alec Wade

fieldwork by Ben Holloway

**commissioned by Jane Rhodes, MR&P Architects  
on behalf of Greene King Pub Partners**

NGR: TL 863 458 (centre)  
Planning ref: B/16/00092/FHA  
CAT project ref.: 16/05h  
Suffolk Parish Number: LMD 258  
Suffolk Event Code: ESF23992  
OASIS ref: colchest3-251792



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**CAT Report 1028**

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OASIS Summary

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## 1 Summary

Archaeological monitoring and recording was carried out at The Swan public house and Duck Cottage, Hall Street, Long Melford, Suffolk in advance of the construction of a single-storey rear extension. Despite being located within the Roman and medieval towns, no archaeological horizons dated to these periods were exposed. Two late 18th – 19th/early 20th century pits are probably associated with domestic activity in the rear yards of these Grade II listed 18th-19th century properties.

## 2 Introduction (Fig 1)

This report presents the results of archaeological monitoring and recording carried out at The Swan public house and Duck Cottage, Hall Street, Long Melford, Suffolk from 23rd September – 3rd October 2016. The work was commissioned by Jane Rhodes (MR&P Architects), on behalf of Greene King Pub Partners, in advance of the construction of a single-storey rear extension, and was undertaken by Colchester Archaeological Trust (CAT).

The Local Planning Authority (Babergh District Council: Planning reference B/16/00092/FHA) was advised by Suffolk County Council Archaeology Service (SCCAS) that this site lies in an area of high archaeological importance, and 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 Abby Antrobus (SCCAS 2016), and a Written Scheme of Investigation (WSI) prepared by CAT in response to the SCCAS brief and agreed with SCCAS (CAT 2016).

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 watching briefs* (ClfA 2014a) and *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (ClfA 2014b).

## 3 Archaeological and landscape background (Fig 2)

The following archaeological background draws on information from the Suffolk Historic Environment Record ([archaeology.her@suffolk.gov.uk](mailto:archaeology.her@suffolk.gov.uk))<sup>1</sup>:

### Geology

The British Geological Viewer (1:625,000 scale<sup>2</sup>) shows the general bedrock geology of the site area as chalk (Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation And Culver Chalk Formation) with superficial river terrace deposits (sand and gravel).

### Historic landscape

Long Melford is defined as *rolling estate farmlands* in the Suffolk Landscape Character Assessment<sup>3</sup>. Within the Suffolk Historic Landscape Characterisation Map<sup>4</sup> it is defined as Landscape sub-type 10.3, built up area – village (substantial groups of

<sup>1</sup> SCC HER search invoice number – 9187549

<sup>2</sup> <http://mapapps.bgs.ac.uk/geologyofbritain/home.html?>

<sup>3</sup> <http://www.suffolklandscape.org.uk/>

<sup>4</sup> The Suffolk Historic Landscape Characterisation Map, version 3, 2008, Suffolk County Council

houses associated with a parish church). The landscape immediately around Long Melford is mainly characterised as sub-type 1.1 (pre 18th century enclosure – random fields), sub-type 1.2 (pre 18th century enclosure – rectilinear fields), sub-type 3.1 (post-1950 agricultural landscape – boundary loss from random fields), sub-type 3.2 (post-1950 agricultural landscape – boundary loss from rectilinear fields) and sub-type 9.2 (sub-type 9.2. Post-medieval park and leisure – informal park).

### **Archaeology<sup>5</sup>** (Fig 2)

The development is located within the historic medieval core of Long Melford (LMD 183) on a street fronted by listed buildings. The Swan and Duck Cottage are both historic buildings, and the extension to the rear of Duck Cottage (to the side of The Swan) has potential to impact on archaeological remains relating to early settlement. The site is also close to the Roman area of occupation in Long Melford (LMD 172), and close to the Roman road which runs through it.

#### **Prehistoric:**

- An Iron Age cremation was discovered at Chantry House, Hall Street (LMD 047, 140m S).

#### **Roman:**

- Ditches, pits and associated finds have been identified at: Meeting Field (LMD 008, 580m SW); Hall Street and Peggs Yard (LMD 024, 400m SSW); Cock and Bell Lane (LMD 028, 230m SSW); 86 Hall Street (LMD 080, 370m SSW); The Dairy, Hall Street (LMD 130, 350m S); Bramertons (LMD 131, 500m S); land to the rear of 'Almacks' (LMD 137 and LMD 157, 440m SW); The Gables (LMD 154, 440m S); The Spinney (LMD 174, 500m SW); and at List House (LMD 176, 240m SW)
- Burials have been identified on east side of Hall Street (inhumation, LMD 025, 400m S), behind Old Country Club (cremation urn, pottery flask and samian sherds, LMD 027, 260m SW), at Wollands Garden (inhumation with coffin and a number of grave goods, LMD 029, 200m S), and at 14 The Limes (inhumation, LMD 160, 380m S).
- Isolated Roman finds – Coin of Constantine I (LMD 026, 250m SSW), coin of Hadrian with pottery (LMD 032, 540m S), 1st century pottery sherds (LMD 033, 460m SSW), brooch (LMD 038, 460m SW), pottery sherds (LMD 133, 330m S).

**Medieval:** Medieval pits were identified at List House (LMD 176, 240m SW).

**Post-medieval:** The Israel Amyce map of 1580 shows a building in Dyehouse Field (possibly the dyehouse itself) (LMD 101, 220m N), three buildings in the centre of Hall Street (LMD 098, 40m NE), and 'Hall Myll' (LMD 100, 200m NE). Post-medieval features have also been identified at The Gables (LMD 154, 440m S), 1 The Limes (LMD 158, 380m S), Walcot House (LMD 170, 50m SSW), on land behind 'Chips 'n' Chopstix' (LMD 173, 380m SSW); Belmont House (LMD 178, 140m S).

**Medieval and post-medieval finds:** An assortment of medieval and post-medieval finds were found to the NW (LMD 067, 450m NW), at Melford House (LMD 186, 110 WSW), Magnolia Cottage (LMD 234, 250m SW); and at the H&T Fishbar (LMD 238, 370m SSW).

#### **Undated cropmarks:**

- ring-ditch, c 28m diameter (LMD 003, 450m NW)
- ring-ditch or small circular enclosure, c 40m diameter (LMD 016, 230m N)
- cropmarks/shadow mark marks of subrectangular fields/plots/garden features(?) to east of Melford Hall (LMD 058, 470m NE)
- small ring-ditch, c 10m diameter, beside brook into River Stour (LMD 066, 600m SW)

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

- ring-ditch, c 20m diameter, with possible causeway to NE (LMD 116, 480m WSW).

#### Listed buildings<sup>6</sup>

**The Swan Inn:** The Swan Inn is a Grade II listed building (NHLE no. 1033664) described on the Historic England listing as:

A timber-framed and plastered house with a C18 brick front, painted. 2 storeys. 3 window range, double-hung sashes with glazing bars. The outer windows are the upper parts of former 2 storeyed canted bays. The ground storey is built out with a modern bar front. Roof tiled (old tiles), with a steep cats slide at the rear. On the front there is a modillion eaves cornice carried round the bays.

**Duck Cottage:** Duck Cottage is also a Grade II listed building (NHLE no. 1183012) described on the Historic England listing as:

A timber-framed and plastered house, refronted in the C19 in brick (painted). 2 storeys. 3 window range (2:1) double-hung sashes with single vertical glazing bars in plain reveals. The ground storey windows have segmental arched heads. Roof tiled. Included for group value.

A further 85 listed buildings dating from the 15th-19th century are located within a 500m radius of the development site.

#### Registered parks and gardens<sup>7</sup>

Melford Hall (LMD 058) located 470m NE is a Grade I listed building (NHLE no. 1033702) and registered garden (NHLE no. 100028) dating from the 16th century.

## 4 Aims

The aims of the monitoring were to:

- excavate (if possible) and record any archaeological deposits that were identified within the development site.

## 5 Methodology

All groundworks were carried out by the contractor. They were continuously monitored and recorded for archaeological remains by a CAT archaeologist. All archaeological horizons were excavated and recorded according to the WSI. A metal detector was used to check spoil heaps and excavated strata. There were no metal-detector finds. For full details of the methodology, refer to the attached WSI.

## 6 Results (Appendix 1, Figs 3-4)

In total 28.5m of foundation trenches were excavated each measuring 0.5m wide and 1-1.1m deep. The trenches were excavated through modern topsoil (L1, c 280mm thick) and a medium brown silty subsoil (L2, c 700mm) onto natural orange sands and gravels (L3).

Two modern pits (F1-F2), dated from the late 18th – 19th/early 20th century, were recorded in the foundation trenches. They measured approximately 1.9m and 2m wide respectively. Both were deeper than the 1m depth of the trenches.

The area within the footprint of the extension was also subsequently reduced by 250-300mm through L1.

<sup>6</sup> This is based on records held at the Suffolk County Historic Environment Record (SCHER).

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



**Photograph 1** F1, looking W



**Photograph 2** F2 and foundation trench, looking SW

## 7 Finds

by Stephen Benfield

Small quantities of finds dating from the post-medieval and modern period were recovered from three contexts (F1, F2 and L1). All of the finds are listed and described by context in Table 2 and an overall spot date for the finds from each context is also provided. The pottery fabrics referred to follow the Essex post-Roman fabric series (Cunningham 1985 & CAR 7) and are listed in Table 1. None of the closely dated finds are any earlier than the late 16/17th-early 18th century and all of the contexts contain some finds that can be dated to within the modern era, that is circa late 18th-19th/early 20th century. There is one small find (SF1), a complete, decorated button of 18th century or early 19th century date which was recovered from F1.

| Fabric code | Fabric name                             |
|-------------|---|
| 40          | Post-medieval (glazed) red earthenwares |
| 40A         | Metropolitan slipwares                  |
| 45          | English stoneware                       |
| 45M         | Modern English stoneware                |
| 47          | Staffordshire-type white stoneware      |
| 48C         | Creamware/Queensware                    |
| 48D         | Staffordshire-type white earthenwares   |
| 48E         | Yellow ware                             |
| 51A         | Late slipped kitchenware                |

**Table 1** Pottery fabrics

| Context           | Form/ description  | Finds spot date |
|-------------------|--|-----------------|
| F1, (1)<br>Pit    | <b>Post-medieval and modern pottery:</b> (13 sherds); Fabric 40 (2) (L16-17/E18C); Fabric 40A (2) rim sherds from two large dishes with slip trail decoration on rims (c 17C); Fabric 45 910 handle (18-19/E20C); Fabric 47 (1) (18-19/E20C); Fabric 48D (4) blue on white, 2 sherds, both appear hand painted and are possibly relatively early (c M18-M19C?), also bowl base with light blue glaze (c 18-19C); Fabric 51A (1) deep rectangular dish with thick white slip trails on inner upper edge (L18/19-E20C).<br><b>CBM:</b> Peg-tile (PT) (1) small piece with square peg-hole (medieval-post-medieval).<br><b>Bone:</b> (1) complete cattle metapodial.<br><b>Button (SF1):</b> Complete, circular copper-alloy button (23mm dia.) (slightly corroded face) with wire loop fixed through a bone or ivory back cover (stained light green), slightly domed face with central floral motif (six petal flower with six tendrils spiraling toward border) and border of six repeating S shaped motifs running around the edge (c 18-E19C). | L18-19/E20C     |
| F2, (2)<br>Pit    | <b>Post-medieval and modern pottery:</b> (6 sherds); Fabric 40 (4) 3 sherds from large storage jar (glazed on both surfaces) grey mortar/cement-like deposit on surfaces and over break (post-deposition), one other sherd (c L16/17-E18C); Fabric 45 (1) English stoneware (same grey deposit on this pot); Fabric 48E (1) sherd from a bowl with flange rim (L18-19/E20C).<br><b>Clay pipe:</b> (1) single stem piece.   | L18-19/E20C     |
| L1 (3)<br>Topsoil | <b>Post-medieval and modern pottery:</b> (5 sherds), Fabric 40 (1) pad base bowl or chamber pot, internal brown glaze (c M/L17-E18C) (CAR 7, 207); Fabric 45M (2) complete small ink bottle (not marked) (overall height c 45mm, base dia. 50mm) and a top form a stoneware bottle (c 19C); Fabric 48C (2) rim from a moulded vase or jug, base from a bowl (L18-19/E20C).<br><b>Clay pipe:</b> (2) plain stem pieces.   | L18-19C         |

**Table 2** All finds by context

## 8 Discussion

Despite being located within the Roman and medieval town of Long Melford, no archaeological horizons dated to these periods were exposed during the evaluation. Two late 18th – 19th/early 20th century pits are probably connected with domestic activity in the rear yards of the Grade II listed 18th-19th century buildings known as The Swan public house and Duck Cottage.

## 9 Acknowledgements

CAT is grateful to Jane Rhodes (MR&P Architects) and Greene King Pub Partners for commissioning and funding the project. The site was managed by C Lister and undertaken by B Holloway. Figures are by L Pooley and A Wade. The project was monitored by Abby Antrobus for Suffolk County Council Archaeological Services.

## 10 References

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

|               |       |   |
|---------------|-------|---|
| CAR 7         | 2000  | <i>Colchester Archaeological Report 7: Post-Roman pottery from excavations in Colchester, 1971-85</i> , by John Cotter  |
| CAT           | 2016  | <i>Written Scheme of Investigation (WSI) for continuous archaeological recording (a watching brief) at The Swan public house and Duck Cottage, Hall Street, Long Melford, Suffolk, CO10 9JQ</i> |
| ClfA          | 2014a | <i>Standard and guidance for archaeological watching brief</i>  |
| ClfA          | 2014b | <i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>   |
| Cunningham, C | 1985  | 'A typology for post-Roman pottery in Essex' in Cunningham, C., & Drury, P., <i>Post-medieval sites and their pottery: Moulsham Street, Chelmsford</i> , CBA Research Report <b>54</b>          |
| EAA 14        | 2003  | <i>Standards for field archaeology in the East of England</i> , East Anglian Archaeology, Occasional Papers, <b>14</b> , ed by D Gurney   |
| EAA 24        | 2011  | <i>Research and archaeology revisited: A revised framework for the East of England</i> , East Anglian Archaeology Occasional Papers <b>24</b> , by Maria Medlycott                              |
| EH            | 2006  | <i>Management of Research Projects in the Historic Environment</i> (English Heritage)   |
| SCCAS         | 2010  | <i>Archive Guidelines</i>   |
| SCCAS         | 2015  | <i>Brief for Continuous Archaeological Evaluation at The Swan PH and Duck Cottage, Long Melford</i> , by Abby Antrobus  |

## 11 Abbreviations and glossary

|             |   |
|-------------|---|
| ClfA        | Chartered Institute for Archaeologists                                    |
| context     | specific location of finds on an archaeological site                      |
| feature (F) | an identifiable thing like a pit, a wall, a drain, can contain 'contexts' |
| Iron Age    | period from 700 BC to Roman invasion of AD 43                             |
| layer (L)   | distinct or distinguishable deposit of soil                               |
| modern      | period from c AD 1800 to the present                                      |
| natural     | geological deposit undisturbed by human activity                          |
| prehistoric | pre-Roman   |
| residual    | something out of its original context, eg a Roman coin in a modern pit    |
| Roman       | the period from AD 43 to c AD 410   |
| SCCAS       | Suffolk County Council Archaeological Services                            |
| SCHER       | Suffolk County Historic Environment Record                                |
| section     | (abbreviation sx or Sx) vertical slice through feature/s or layer/s       |
| U/S         | unstratified, ie without a well-defined context                           |
| WSI         | Written Scheme of Investigation   |



## 12 Contents of archive

**Finds:** none retained

### **Paper and digital record**

One A4 document wallet containing:

The report (CAT Report 1028)

SCCAS Evaluation Brief, CAT Written Scheme of Investigation

Original site record (Feature and Layer sheets, Trench record sheet, Finds record)

Site digital photographic log, Site photographic record on CD

Sundries (Attendance register, Benchmark data, Risk assessment).

## 13 Archive deposition

The paper archive and finds are currently held by CAT at Roman Circus House, Roman Circus Walk, Colchester, Essex, but will be permanently deposited with SCCAS under Parish Number LMD 258.

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### **Distribution list:**

Jane Rhodes, MR&P Architects

Greene King Pub Partners

Abby Antrobus, SCCAS

Suffolk County Historic Environment Record



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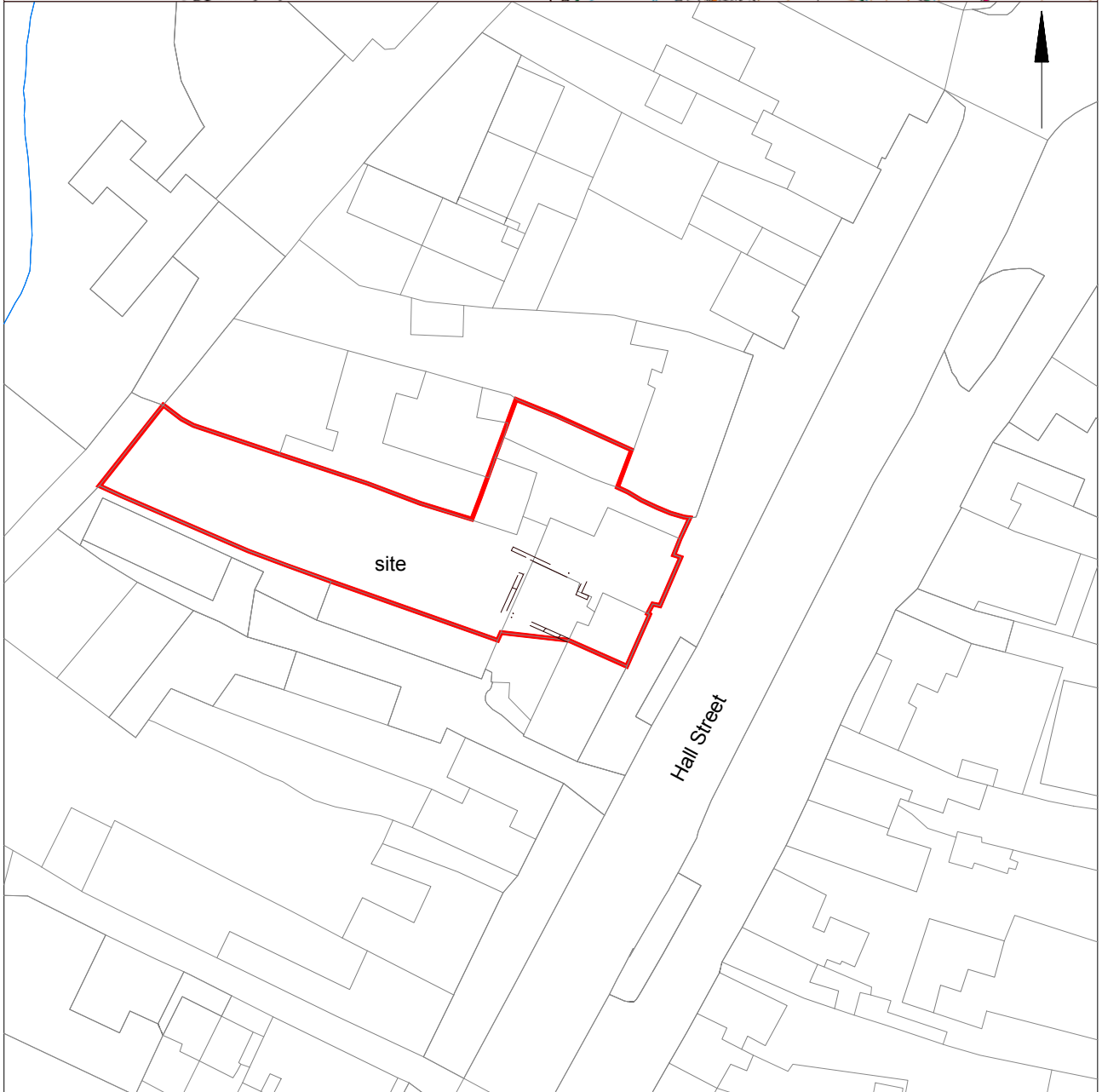
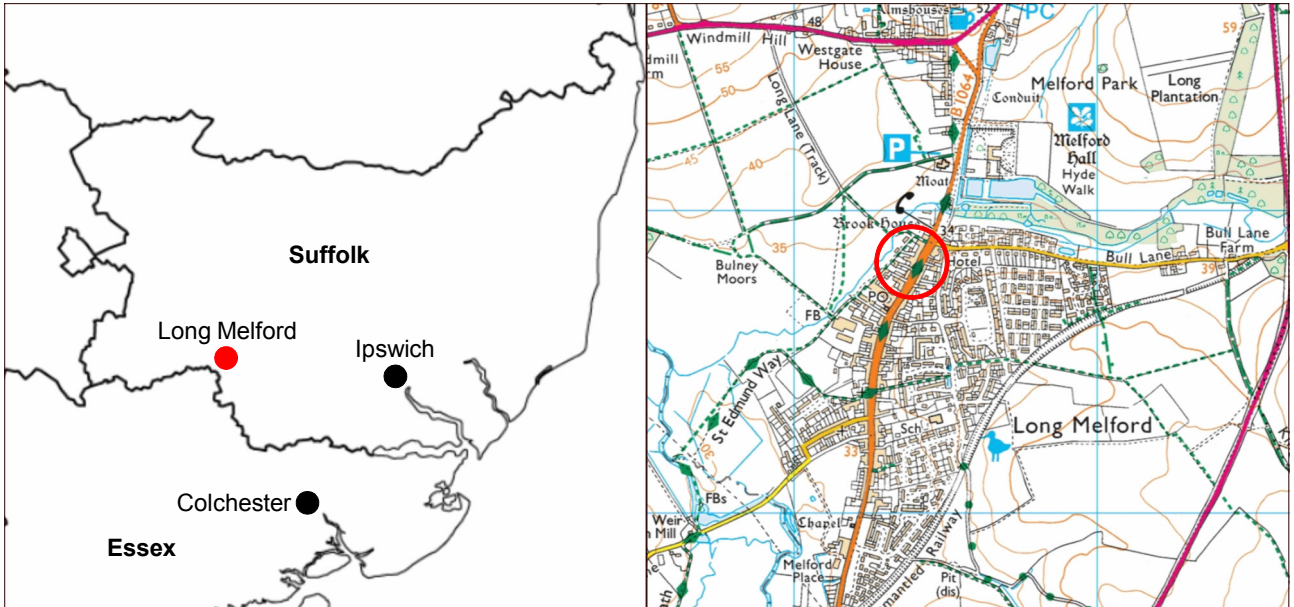
email: [lp@catuk.org](mailto:lp@catuk.org)

checked by: Philip Crummy

date: 14.10.2016

### **Appendix 1 Context List**

| <b>No.</b> | <b>Description</b> | <b>Fill</b>  | <b>Notes</b>  | <b>Date</b>                         |
|------------|--------------------|--|---|-------------------------------------|
| L1         | Topsoil            | Firm, moist, dark grey/brown silt; contains fragments of brick and peg-tile (not retained)         | c 280mm thick, seals L2                                 | Modern                              |
| L2         | Subsoil            | Firm, moist, medium brown silt   | c 700mm thick, sealed by L1, seals L3                   | –                                   |
| L3         | Natural            | Firm, moist, yellow/orange sand and gravel deposits  | sealed by L2  | Natural                             |
|            |                    |  |   |                                     |
| F1         | Pit                | Firm, hard, dark grey/brown silt with fragments of pottery, ceramic building material, animal bone | 190mm wide, excavated to a depth of 1m but not bottomed | Late 18th – 19th/early 20th century |
| F2         | Pit                | Firm, moist dark grey/brown silt with fragments of pottery and clay pipe                           | 175mm wide, excavated to a depth of 1m but not bottomed | Late 18th – 19th/early 20th century |



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Fig 1 Site location.



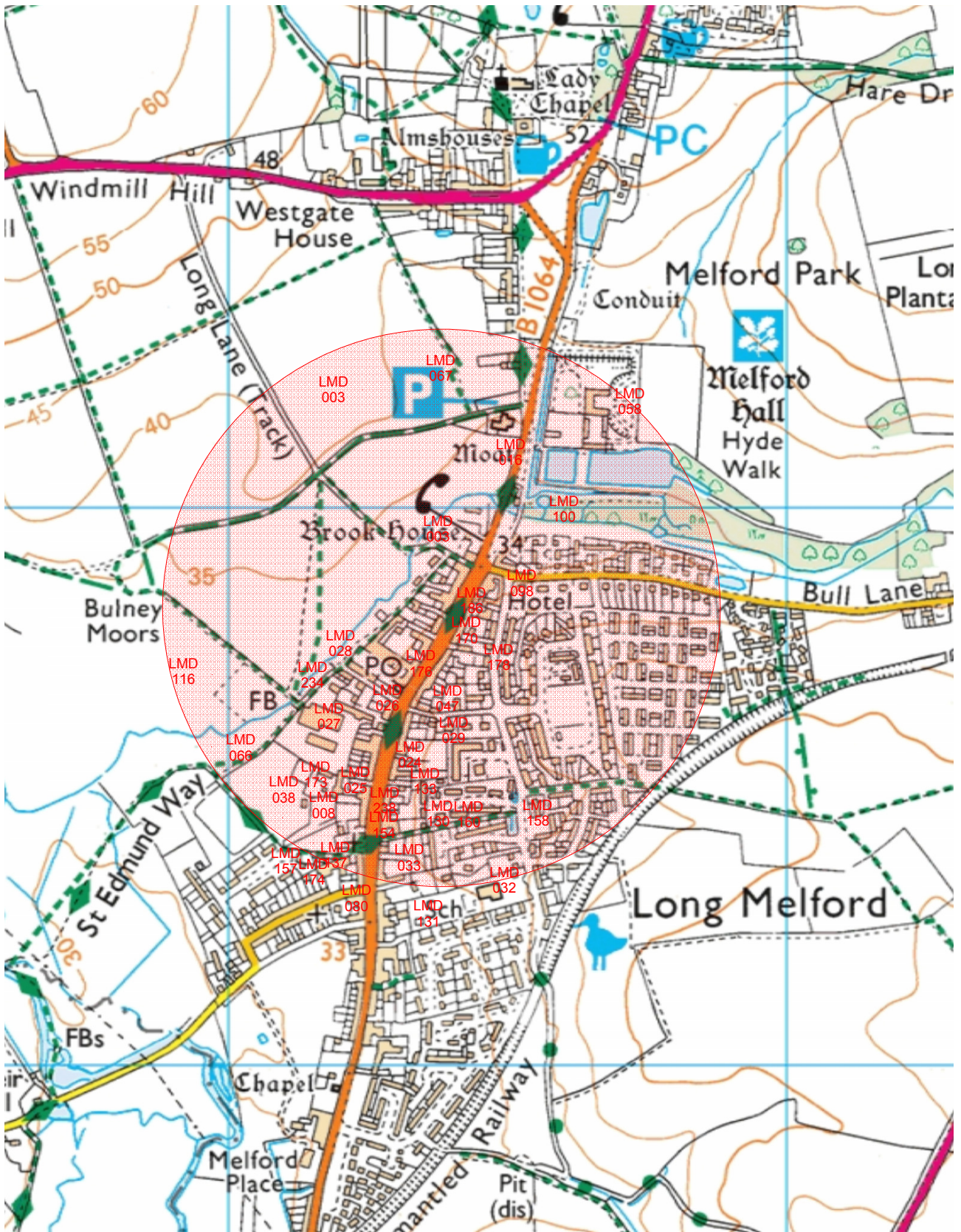


Fig 2 Site in relation to Suffolk HER data.

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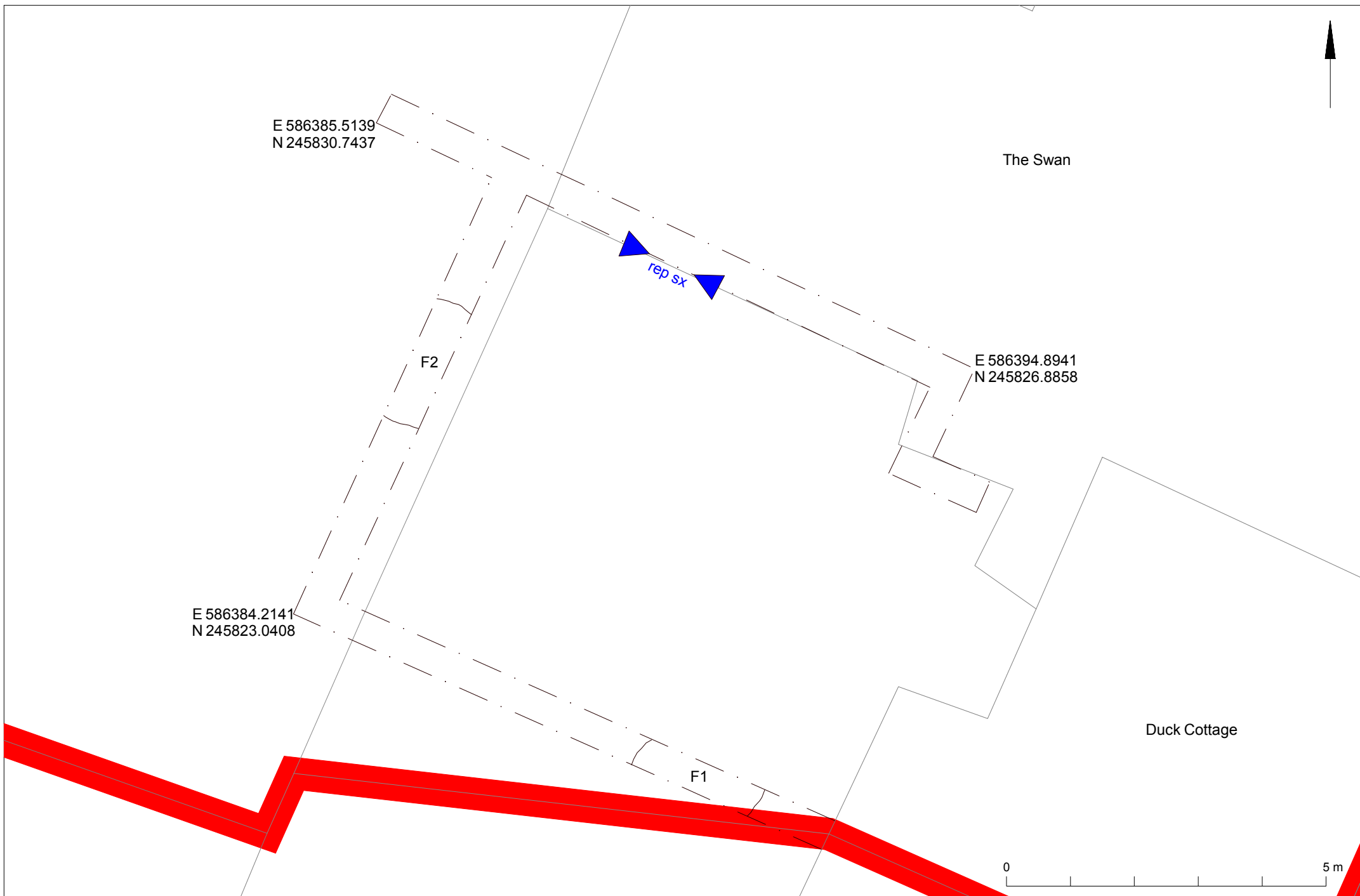
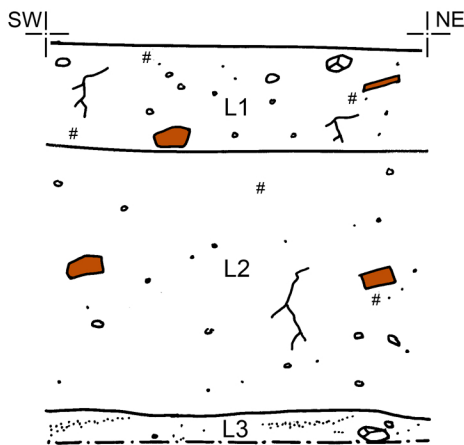
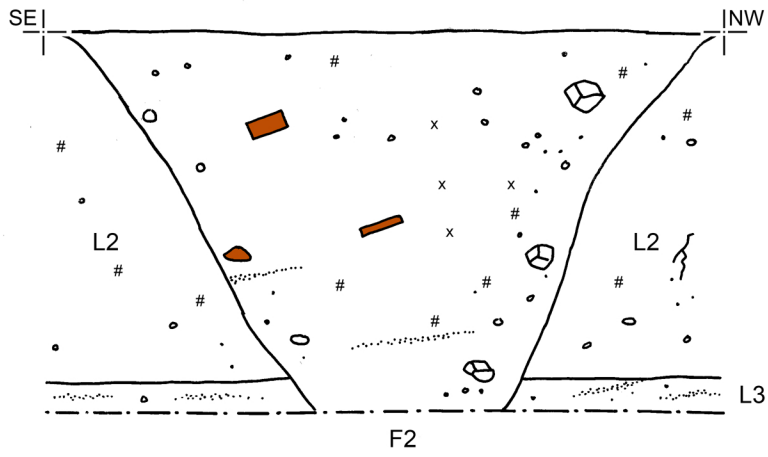
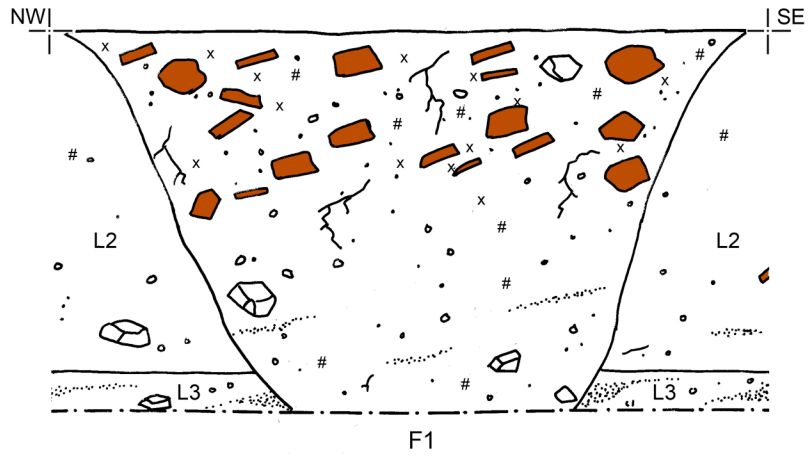


Fig 3 Results








-  Post-Roman ceramic building material
-  Charcoal flecks
-  Mortar flecks
-  Small roots
-  Sand

Fig 4 Features and representative sections



# Written Scheme of Investigation (WSI) for continuous archaeological recording (a watching brief) at The Swan public house and Duck Cottage, Hall Street, Long Melford, Suffolk, CO10 9JQ

**NGR:** TL 863 458 (centre)

**Planning references:** B/16/00092/FHA

**Commissioned by:** Jane Rhodes, MR&P Architects

**Client:** Greene King Pub Partners

**Curating Museum:** Suffolk

**CAT Project code:** 16/05h

**Suffolk Parish number:** LMD 258

**Suffolk Event code:** ESF23992

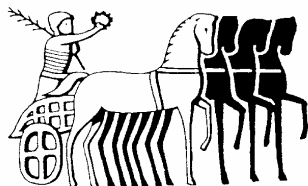
**OASIS reference no.:** colchest3-251792

**Site Manager:** Ben Holloway

**SCCAS/CT Monitor:** Abby Antrobus

**This WSI written:** 24.05.2016

Revised: 03/06/2016



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## Site location and description

The development site is located to the rear of The Swan public house and Duck Cottage, Hall Street, Long Melford, Suffolk (Fig 1). Site centre is NGR TM 863 458.

## Proposed work

The development comprises a change of use for Duck Cottage from a dwelling (Class C3) to a drinking establishment (Class A4) to extend The Swan public house. To include a single storey extension to rear, new 1st floor fire escape door with dormer roof, new fire escape staircase, new window opening at 1st floor level and other associated works.

## Archaeological background

The following archaeological background draws on information from the Suffolk Historic Environment Record ([archaeology.her@suffolk.gov.uk](mailto:archaeology.her@suffolk.gov.uk))<sup>1</sup>:

### Geology

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### Archaeology<sup>5</sup> (Fig 2)

The development is located within the historic medieval core of Long Melford (LMD 183) on a street fronted by listed buildings. The Swan and Duck Cottage are both historic buildings, and the extension to the rear of Duck Cottage (to the side of The Swan) has potential to impact on archaeological remains relating to early settlement. The site is also close to the Roman area of occupation in Long Melford (LMD 172), and close to the Roman road which runs through it.

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1 SCC HER search invoice number - 9187549

2 <http://mapapps.bgs.ac.uk/geologyofbritain/home.html?>

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

4 The Suffolk Historic Landscape Characterisation Map, version 3, 2008, Suffolk County Council

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



- Isolated Roman finds – Coin of Constantine I (LMD 026, 250m SSW), coin of Hadrian with pottery (LMD 032, 540m S), 1st century pottery sherds (LMD 033, 460m SSW), brooch (LMD 038, 460m SW), pottery sherds (LMD 133, 330m S).

**Medieval:** Medieval pits were identified at List House (LMD 176, 240m SW).

**Post-medieval:** The Israel Amyce map of 1580 shows a building in Dyehouse Field (possibly the dyehouse itself) (LMD 101, 220m N), three buildings in the centre of Hall Street (LMD 098, 40m NE), and 'Hall Myll' (LMD 100, 200m NE). Post-medieval features have also been identified at The Gables (LMD 154, 440m S), 1 The Limes (LMD 158, 380m S), Walcot House (LMD 170, 50m SSW), on land behind 'Chips 'n' Chopstix' (LMD 173, 380m SSW); Belmont House (LMD 178, 140m S).

**Medieval and post-medieval finds:** An assortment of medieval and post-medieval finds were found to the NW (LMD 067, 450m NW), at Melford House (LMD 186, 110 WSW), Magnolia Cottage (LMD 234, 250m SW); and at the H&T Fishbar (LMD 238, 370m SSW).

**Undated cropmarks:**

- ring-ditch, c 28m diameter (LMD 003, 450m NW)
- ring-ditch or small circular enclosure, c 40m diameter (LMD 016, 230m N)
- cropmarks/shadow marks of subrectangular fields/plots/garden features(?) to east of Melford Hall (LMD 058, 470m NE)
- small ring-ditch, c 10m diameter, beside brook into River Stour (LMD 066, 600m SW)
- ring-ditch, c 20m diameter, with possible causeway to NE (LMD 116, 480m WSW).

**Listed buildings<sup>6</sup>**

**The Swan Inn:** The Swan Inn is a Grade II listed building (NHLE no. 1033664) described on the Historic England listing as:

A timber-framed and plastered house with a C18 brick front, painted. 2 storeys. 3 window range, double-hung sashes with glazing bars. The outer windows are the upper parts of former 2 storeyed canted bays. The ground storey is built out with a modern bar front. Roof tiled (old tiles), with a steep cats slide at the rear. On the front there is a modillion eaves cornice carried round the bays.

**Duck Cottage:** Duck Cottage is also a Grade II listed building (NHLE no. 1183012) described on the Historic England listing as:

A timber-framed and plastered house, refronted in the C19 in brick (painted). 2 storeys. 3 window range (2:1) double-hung sashes with single vertical glazing bars in plain reveals. The ground storey windows have segmental arched heads. Roof tiled. Included for group value.

A further 85 listed buildings dating from the 15th-19th century are located within a 500m radius of the development site.

**Registered parks and gardens<sup>7</sup>**

Melford Hall (LMD 058) located 470m NE is a Grade I listed building (NHLE no. 1033702) and registered garden (NHLE no. 100028) dating from the 16th century.

**Planning background**

The planning application was submitted to Babergh District Council in January 2016 (B/16/00092/FHA) for a change of use for Duck Cottage from a dwelling (Class C3) to a drinking establishment (Class A4) to extend The Swan public house. To include a single storey extension to rear, new 1st floor fire escape door with dormer roof, new fire escape staircase, new window opening at 1st floor level and other associated works. As the site lies within an area highlighted by the Suffolk HER as having a high potential for archaeological deposits, an archaeological condition was recommended by the Suffolk County Council Archaeological Service Conservation Team (SCCAS/CT). The recommended archaeological

<sup>6</sup> This is based on records held at the Suffolk County Historic Environment Record (SCHER).

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

condition is based on the condition based on the guidance given in the *National Planning Policy Framework* (DCLG 2012) and in this case in section 3 of the planning permission:

" No development shall take place within the area indicated [the whole site] until the implementation of a programme of archaeological work has been secured, in accordance with a Written Scheme of Investigation which has been submitted to and approved in writing by the Local Planning Authority. The scheme of investigation shall include an assessment of significance and research questions."

### **Requirement for work**

The required archaeological work is for continuous archaeological monitoring of all groundworks. Details are given in a Project Brief written by SCCAS (*Brief for Continuous Archaeological Recording at The Swan PH and Duck Cottage, Long Melford – SCC*, May 2016).

Specifically, the work will include the monitoring and recording of all groundworks for archaeological remains. If any unexpected remains are encountered the SCCAS/CT will be notified immediately.

### **Staffing**

The number of field staff for this project is estimated as follows: One CAT archaeologist for the duration of the groundworks.

### **General methodology**

All work carried out by CAT will be in accordance with:

- professional standards of the Chartered Institute for Archaeologists, including its *Code of Conduct* (CIfA 2008a, b)
- Standards and Frameworks published by East Anglian Archaeology (Gurney 2003, Medlycott 2011)
- relevant Health & Safety guidelines and requirements (CAT 2014)
- the Project Brief issued by SCC Historic Environment Officer (SCC 2016)
- The outline specification within *Requirements for Continuous Archaeological Recording* (SCC 2011) to be used alongside the Project Brief

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 SCCAS/CT one week before start of work.

Prior to the commencement of the site a parish code and Event number will be sought from the HER team. This code will be used to identify the finds bags and boxes, and the project archive when it is deposited at the curating museum.

At the start of 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 EHER. This will include an uploaded .PDF version of the entire report.

### **Watching brief methodology**

There will be continuous on-site attendance by CAT staff to maintain a watch on all contractors' ground works (reductions, footings, service trenches, landscaping, etc) to record, excavate or sample (as necessary) any archaeological features or deposits.

All topsoil removal and ground reduction will be done either by hand or with a mechanical excavator using 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) or more if this is deemed appropriate and 10% of linear features (ditches, etc) in 1m sections where possible.

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

A metal detector will be used by the attending archaeologist 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.

If exceptional or significant archaeological deposits are encountered CAT will inform SCCAS/CT and these may be reviewed on site.

### **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 tied into Ordnance Datum.

### **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 micromorphological and other pedological sedimentological analysis. Environmental bulk samples will be 40 litres in size (assuming context is large enough).

Sampling strategies will address questions of:

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

CAT has an arrangement with Val Fryer (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

CAT follows the policy of leaving human remains *in situ* unless there is a clear indication that the remains are in danger of being compromised as a result of their exposure. If circumstances indicated it were prudent or necessary to remove remains from the site during the monitoring, the following criteria would be applied; if it is clear from their position, context, depth, or other factors that the remains are ancient, then normal procedure is to apply to the Department of Justice for a licence to remove them. In that case, conditions laid down by the license will be followed. If it seems that the remains are not ancient, then the coroner, the client, and SCCAS/CT will be informed, and any advice and/or instruction from the coroner will be followed.

## 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.

## 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): Pip Parmenter

flints: Adam Wightman

post-Roman pottery: Howard Brooks

or to outside specialists:

small finds, metalwork, coins, etc: Pip Parmenter

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 SCCAS/CT.

## Results

Notification will be given to SCCAS/CT when the fieldwork has been completed.

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

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

The final report will be submitted to SCCAS/CT as PDF, with a printed and bound copy sent by post.

The report will contain:

- The aims and methods adopted in the course of the archaeological project
- Location plan of the area in relation to the proposed development.
- Section/s drawings showing depth of deposits from present ground level with Ordnance Datum, vertical and horizontal scale.
- Archaeological methodology and detailed results including a suitable conclusion and discussion and results referring to Regional Research Frameworks (EAA8, EAA14 & EAA24).
- All specialist reports or assessments
- A concise non-technical summary of the project results.

A HER summary sheet will also be completed within four weeks and supplied to SCCAS/CT as an appendix to the CAT site report.

The OASIS entry will be completed at the end of the post-excavation work and the summary sheet included with the report along with a copy of the approved WSI.

Where positive results are drawn from a project, a summary report will be prepared for the *Proceedings of the Suffolk Institute of Archaeology and History*.

### **Archive deposition**

The requirements for archive storage shall be agreed with the curating museum (Suffolk County Council Archaeological Services).

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 SCCAS/CT.

### **Monitoring**

SCCAS/CT 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 SCCAS/CT one week in advance of its commencement.

Any variations in this WSI will be agreed with SCCAS/CT prior to them being carried out. SCCAS/CT will be notified when the fieldwork is complete.

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

### **Education and outreach**

The CAT website is updated regularly with information on current sites. Copies of our reports (grey literature) can be viewed on the website and downloaded for free. An annual magazine (*The Colchester Archaeologist Vol 27* out now) summarises all our sites and staff regularly give lectures to groups, societies and schools (a fee may apply). CAT also works alongside the Colchester Archaeological Group (providing a venue for their lectures and library) and the local Young Archaeologists Club.

CAT archaeologists can be booked for lectures and information on fees can be obtained by contacting the office on [archaeologists@catuk.org](mailto:archaeologists@catuk.org)

### **References**

- |                                 |      |  |
|---------------------------------|------|--|
| Brown, N and<br>Glazenbrook, J. | 2000 | <i>Research and Archaeology: a frame work for the Eastern Counties 2 Research agenda and strategy</i> , East Anglian Archaeological Occasional Paper 8 (EAA 8) |
|---------------------------------|------|--|

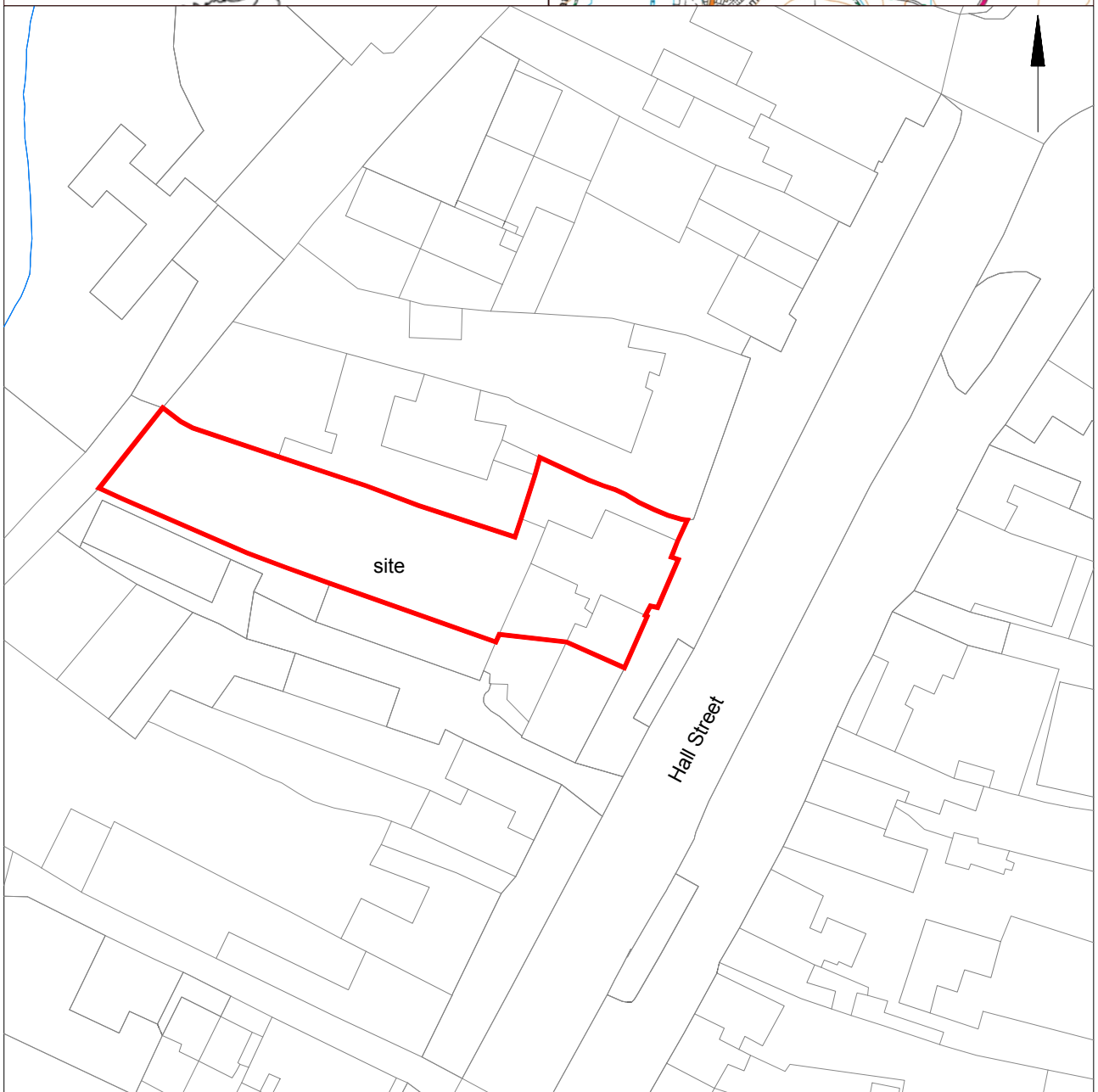
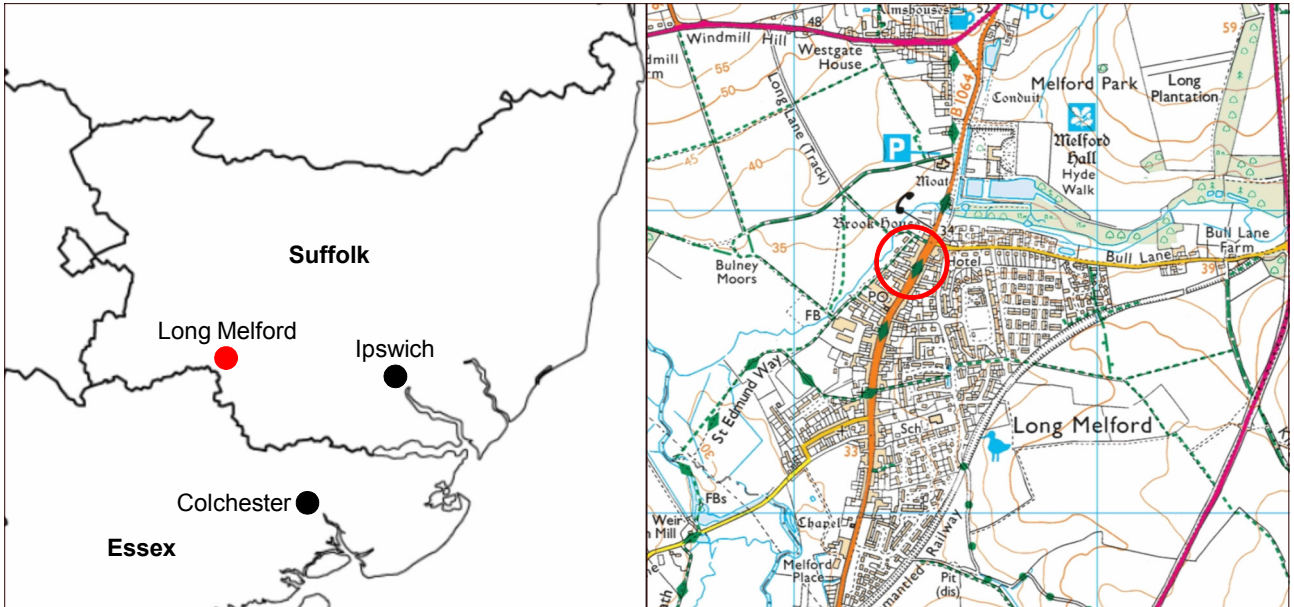
|                  |       |  |
|------------------|-------|--|
| CAT              | 2014  | <i>Health &amp; Safety Policy</i>  |
| ClfA             | 2008a | <i>Standard and Guidance for archaeological watching briefs</i>  |
| ClfA             | 2008b | <i>Standard and guidance for the collection, documentation, conservation and research of archaeological materials</i>                          |
| DCLG             | 2012  | <i>National Planning Policy Framework</i>  |
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| Medlycott, M     | 2011  | <i>Research and archaeology revisited: A revised framework for the East of England. East Anglian Archaeology Occasional Papers 24 (EAA 24)</i> |
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| SCCAS            | 2010  | <i>Archive Guidelines</i>  |
| SCCAS            | 2011  | <i>Requirements for Continuous Archaeological Recording (version 1.2)</i>  |
| SCCAS            | 2016  | <i>Brief for Continuous Archaeological Recording at The Swan PH and Duck Cottage, Long Melford, by Abby Antrobus</i>                           |

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Fig 1 Site location.



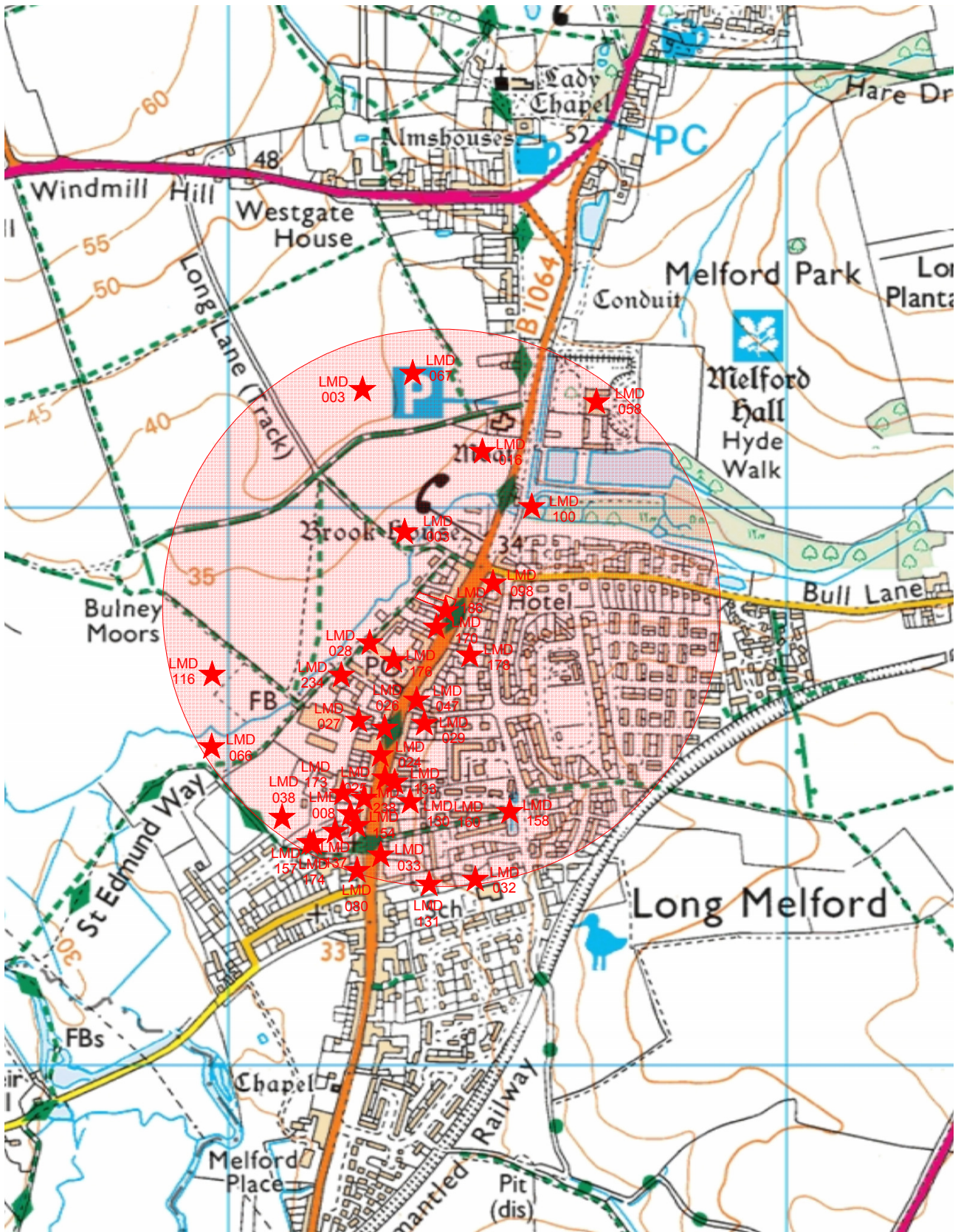


Fig 2 Site in relation to Suffolk HER data.

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## Printable version

**OASIS ID: colchest3-251792**

### Project details

|  |   |
|--|---|
| Project name                           | Archaeological monitoring and recording at The Swan PH and Duck Cottage, Hall Street, Long Melford, Suffolk, CO10 9JQ   |
| Short description of the project       | Archaeological monitoring and recording was carried out at The Swan public house and Duck Cottage, Hall Street, Long Melford, Suffolk in advance of the construction of a single-storey rear extension. Despite being located within the Roman and medieval towns, no archaeological horizons dated to these periods were exposed. Two late 18th - 19th/early 20th century pits are probably associated with domestic activity in the rear yards of these Grade II listed 18th-19th century properties. |
| Project dates                          | Start: 23-09-2016 End: 03-10-2016   |
| Previous/future work                   | No / Not known  |
| Any associated project reference codes | 16/05h - Contracting Unit No.   |
| Any associated project reference codes | B/16/00092/FHA - Planning Application No.   |
| Any associated project reference codes | LMD 258 - HER event no.   |
| Any associated project reference codes | ESF23992 - Related HER No.  |
| Type of project                        | Recording project   |
| Site status                            | None  |
| Current Land use                       | Vacant Land 2 - Vacant land not previously developed  |
| Monument type                          | PIT Modern  |
| Significant Finds                      | POTTERY Post Medieval   |
| Significant Finds                      | POTTERY Modern  |
| Significant Finds                      | CERAMIC BUILDING MATERIAL Post Medieval   |
| Significant Finds                      | BUTTON Post Medieval  |
| Significant Finds                      | CLAY PIPE Post Medieval   |
| Investigation type                     | "Watching Brief"  |
| Prompt                                 | Planning condition  |

### Project location

Country England

Site location SUFFOLK BABERGH LONG MELFORD The Swan Public House and Duck Cottage  
 Postcode CO10 9JQ  
 Study area 14.25 Square metres  
 Site coordinates TL 863 458 52.078682761264 0.719028624054 52 04 43 N 000 43 08 E Point

### Project creators

Name of Organisation Colchester Archaeological Trust  
 Project brief originator HEM Team Officer, SCC  
 Project design originator Laura Pooley  
 Project director/manager Chris Lister  
 Project supervisor Ben Holloway  
 Type of sponsor/funding body Owner

### Project archives

Physical Archive Exists? No  
 Digital Archive recipient Suffolk County Council Archaeology Service  
 Digital Archive ID LMD 258  
 Digital Media available "Images raster / digital photography"  
 Paper Archive recipient Suffolk County Council Archaeology Service  
 Paper Archive ID LMD 258  
 Paper Media available "Context sheet", "Miscellaneous Material", "Photograph", "Plan", "Report", "Section"

### Project bibliography 1

Publication type Grey literature (unpublished document/manuscript)  
 Title Archaeological monitoring and recording at The Swan public house and Duck Cottage, Hall Street, Long Melford, Suffolk, CO10 9JQ: September-October 2016  
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Entered on

17 October 2016

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