



**ARCHAEOLOGICAL
WRITTEN SCHEME OF
INVESTIGATION**

**Land North of Church Road,
Wrenningham
Norfolk**

Application ref: 2015/2449

**Planning Authority:
South Norfolk Council**

**Site centred at:
TM 16083 98828**

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**Issue Date:
February 2016**

**CgMs Ref:
PG/18974/02**

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1.0 INTRODUCTION

1.1 *Planning Background and Scope of Document*

1.1.1 This Written Scheme of Investigation (WSI) presents a programme of archaeological works on land north of Church Road, Wrenningham, Norfolk. The WSI and the programme of works are required to comply with a condition (No.20) attached to planning permission for the residential development of site (Planning application ref 2015/2449) which states:

20. A) No development shall take place until a Written Scheme of Investigation for a programme of archaeological works has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of the significance of heritage assets present; and

1) The programme and methodology of site investigation and recording;

2) The programme for post investigation assessment of recovered material;

3) Provision to be made for analysis of the site investigation and recording;

4) Provision to be made for publication and dissemination of the analysis and records of the site investigation;

5) Provision to be made for archive deposition of the analysis and records of the site investigation; and

6) Nomination of a competent person or persons/organization to undertake the works set out within the Written Scheme of Investigation.

and

B) No demolition/development shall take place other than in accordance with the Written Scheme of Investigation approved under part (A).

and

C) The development shall not be occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved under part (A) and the provision to be made for analysis, publication and dissemination of results and archive deposition has been secured.

Reason for the condition

The archaeological programme of works is required to be undertaken prior to the commencement of works in order to ensure the potential archaeological interest of the site is investigated at the appropriate stage in accordance with Policy 2 of the Joint Core Strategy and Policy ENV9 of the South Norfolk Local Plan 2003.

1.1.2 This Written Scheme of Investigation (WSI) has been prepared on behalf of FW Properties by Paul Gajos of CgMs Consulting and is subject to approval by the Planning Archaeologist for Norfolk County Council who acts as Archaeological Advisor to South Norfolk Council (henceforth referred to as the Planning Archaeologist).

1.2 **Site Location and Description**

1.2.1 The Site is located to the north of Church Road, Wrenningham. The site comprises c.0.65 hectare of land centred at National Grid Reference TM 16083 98828 (Fig 1). The site is bounded by Church Road to the south, residential properties to the east and west, and by farmland to the north.

1.2.2 The British Geological Survey (BGS) 1:50,000 records the geology within the site as Lewes Nodular Chalk Formation, Seaford Chalk Formation, Newhaven Chalk Formation, Culver Chalk Formation, overlain by superficial deposits of Lowestoft Formation diamicton.

1.2.3 The site lies on reasonably level ground at c.45mAOD. The site currently forms part of a larger field and is in agricultural use.

1.3 **Archaeological Background**

1.3.1 The archaeological background to the site is presented in the trial trench evaluation report (Archaeology South East 2015) and will not be reproduced here. A brief summary of the results is presented below. The full trial trench report will be provided to the appointed archaeological contractor before the works on site commence.

1.3.2 Three trenches were excavated, each measuring approximately 30m in length and 1.8m in width (Fig 2).

1.3.3 The natural geology was consistent across the site, consisting of a compact orange brown clay with grey mottling. It was encountered at a general depth of between 0.30m and 0.40m below ground surface. Topsoil was found in all trenches directly overlying the natural.

- 1.3.4 Archaeological features were encountered in all of the trenches, comprising a number of ditches and gullies along with multiple pits and post holes.
- 1.3.5 Dating material was found in a majority of the features and indicates a late Anglo-Saxon and early medieval date for most of the activity on the site. There is no pottery that dates to after the 14th century and only one context that can with any certainty be said to be of 13th – 14th century date. Reliably stratified earlier material was only found in one feature, a pit that can be securely dated to the Iron Age. Undiagnostic, but most likely pre- Middle Bronze Age, struck flints were found within later contexts and are therefore residual but do indicate use of the area in prehistory.

2.0 Aims and standards

- 2.1.1 In order that the investigation supplies information of the required quality, the Codes, Standards and Guidance issued by the Chartered Institute for Archaeologists (CIfA) form a requirement of this specification.
- 2.1.2 The aim of the programme of archaeological works will be to record and advance our understanding of the significance of any archaeological remains within the site before this is lost in the site's development.
- 2.1.3 The aims will be realized through the achievement of the following specific objectives:
- To establish the spatial extent of the archaeological activity in the proposed investigation areas highlighted on Figure 1.
 - To recover information relating to the nature and function of past human activity represented by the surviving archaeological remains,
 - To interpret the nature of human activity at the site and to place the site within its local, regional and national context as appropriate
 - Assess the site formation processes and the effects that these may have had on the survival and integrity of the archaeological features and deposits
 - To produce a site archive for deposition with an appropriate museum and to provide information for the local HER to ensure the long-term survival of the excavated data.
- 2.1.4 This specification conforms to the requirements of the National Planning Policy Framework. It has been written to accord with current best archaeological practice and

the appropriate national and regional standards and guidelines including:

- *Management of Research Projects in the Historic Environment: PPN3: Archaeological Excavation (English Heritage 2008)*
- *Code of Conduct (Institute for Archaeology, 2000);*
- *Standard and Guidance for Archaeological Excavation (Institute of Field Archaeologists, 1995, revised 2008);*
- *Research and Archaeology: A Framework for the Eastern counties: 1. Resource Assessment (Glazebrook 1997);*
- *Research and Archaeology: A Framework for the Eastern counties: 2. Research Agenda and Strategy (Brown and Glazebrook 2000)*
- *A Revised Research Framework for the Eastern Counties (Medlycott and Brown 2008) and*
- *Standards for Field Archaeology in the East of England (Gurney 2003)*

2.2 Research Framework

2.2.1 *Research and Archaeology Revisited: a revised framework for the East of England* identifies a number of topics/ research framework objectives that are likely to be of relevance to any further archaeological work at the site and notes that:

The origins and development of the different rural settlement types need further research, also the dynamics of medieval settlement. Much of the region has primarily a dispersed pattern, not nucleated, and more small hamlets are being discovered all the time. More data will add to our understanding of the way places appear, grow, shift and disappear. (Medlycott 2011).

2.2.2 The project has particular potential to add to the following research objectives for the Saxon/medieval period:

- *What forms do the farms take, what range of building-types are present and how far can functions be attributed to them?*
- *Are there regional or landscape variations in settlement location, density or type?*
- *How far can the size and shape of fields be related to the agricultural regimes identified? To what extent are Roman field systems re-used?*
- *What is the evidence for open field systems in the region in the Anglo Saxon period?*
- *How Saxon settlement and organisation of the landscape influenced the medieval landscape?*

3.0 Methodology

3.1 *Pre-commencement*

- 3.1.1 CgMs will inform the Planning Archaeologist at least two weeks in advance of the commencement of fieldwork.
- 3.1.2 The Contractor shall contact the relevant local receiving museum prior to the start of fieldwork and obtain the necessary Accession Numbers/complete the required archive deposition forms.
- 3.1.3 The location of any environmental constraints, such as root protection zones along hedgerows and around retained trees, will be provided to the archaeological contractor to ensure that archaeological works do not adversely affect the ecological resource.

3.2 *Strategy*

- 3.2.1 The mitigation strategy has been prepared following consultation with the Planning Archaeologist and a review of baseline surveys. The trial trenching has indicated that archaeological remains are likely to be present across the entire development site and therefore it is proposed to strip the entire site which measures approximately 0.65ha (Fig 2).
- 3.2.2 The site stripping will be conducted using a mechanical excavator fitted with a toothless ditching bucket supervised by a suitably qualified and experienced archaeologist. Stripping will need to be controlled to ensure that the archaeological horizon is exposed and is sufficiently clean to identify any archaeological features present. The spoil generated during the excavation will be mounded away from the edges of the stripped area or removed from the site. Mechanical excavation will cease at either undisturbed natural deposits or when archaeological features are identified. The nature of these deposits will be assessed by hand excavation.
- 3.2.3 The excavation area and spoil heaps will be scanned with a metal detector to ensure maximum finds retrieval.
- 3.2.4 The base and sides of the stripped areas will be cleaned as required to show the soil profile and to define adequately any archaeological features present.

3.2.5 Following the initial soil strip, priority will be given to the cleaning of features as required to produce a pre-excavation plan. In association with the production of this plan initial sample excavation will commence to characterise the nature of the archaeological resource present.

3.2.6 The following sampling levels will form the standard to be applied to features and deposits identified as contributing to the project objectives and any additional specific objectives identified.

<i>Feature Class</i>	<i>Proportion to be excavated</i>
Pre-modern linear features	10% of fill
Pits associated with agricultural & other activities	50% of fill
Layers/ deposits/horizontal stratigraphy relating to domestic/industrial activity [e.g. hearths, floor surfaces, floor make-up deposits...]	100% of deposit
Post-built structures of pre-modern date	100% of each post-hole fill
Ring ditches or roundhouse gullies	50% of fill
Human burials, cremations & other deposits relating to funerary activity	100% of fill/deposit

3.2.7 Application of this standard to exposed archaeological remains will be agreed between the Planning Archaeologist, contractor and consultant in project review meetings.

3.2.8 The stripped surface will be kept clean and free of loose spoil. Wherever possible spoil arising during hand-cleaning and hand-excavation will be stockpiled beyond the limits of excavation; where those limits are too distant to make off-site storage practicable then spoil will be stored on spoil-heaps set aside on areas of natural geology away from any archaeological features.

3.3 **Recording Methods & Standards**

3.3.1 If required a site grid will be established relative to Ordnance Survey National Grid. Data capture for site plans will be by electronic distance measurement, measured survey or a combination of techniques. Data-capture for site plans will as standard be capable of reproduction at a scale of 1:100; more complex features or areas of complex archaeological remains will be recorded at greater resolution (for reproduction at 1:10, 1:20, 1:50 as necessary). The sections of excavated archaeological features will be recorded by measured drawing at an appropriate scale (normally 1:10 or 1:20). Spot heights and those of individual features will be recorded relative to Ordnance Datum.

- 3.3.2 All archaeological features or deposits encountered will be described fully on pro-forma individual context recording sheets, using standard methods of the archaeological contractor appointed. A stratigraphic matrix will be compiled to record the relationships of any archaeological features or deposits encountered and to indicate those features or deposits requiring further stratigraphic clarification by excavation
- 3.3.3 A photographic record will be maintained during the course of the fieldwork. This will be primarily 35mm format black-and-white and colour slide film, supplemented by digital photographs for input into the report and will include:
- the site prior to commencement of fieldwork;
 - the site during work, showing specific stages of fieldwork;
 - the layout of archaeological features;
 - individual features and, where appropriate, their sections;
 - groups of features where their relationship is important.
- 3.3.4 The environmental sampling strategy will be formulated in consultation with the Planning Archaeologist and, where necessary, Historic England's Regional Science Advisor and is likely to include the routine sampling of undisturbed, securely dated deposits for the retrieval and assessment of the preservation conditions and potential for analysis of all biological remains, and sampling of deposits & features identified as having a high palaeo-environmental potential. The sampling strategy is anticipated to include programmes of sampling and assessment for charred plant macrofossils, molluscs, animal and human bone. The environmental sampling strategy will be documented and reviewed periodically. The environmental specialist will conduct or commission, as appropriate, programmes of scientific investigation in conjunction with the fieldwork, the results of which will be presented in the final publication or report. They will also ensure that the strategy evolves on site by seeking to ensure that bulk samples taken in the initial stages of the project are processed quickly and the results fed back to inform the excavation strategy. All environmental work will be undertaken in accordance with current English Heritage guidelines (*Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation*, Centre for Archaeology Guidelines 2002/01).
- 3.3.5 All artefacts will be treated in accordance with UKIC guidelines, First Aid for Finds (1998). All finds will be bagged and labelled according to the individual deposit from which they were recovered, ready for later cleaning and analysis.
- 3.3.6 All registered finds will be processed and packaged according to standards of good practice. In accordance with the procedures outlined in MAP2 and current English Heritage guidelines, all iron objects, a selection of non-ferrous artefacts (including all

coins) and a sample of any industrial debris relating to metallurgy will be submitted for X-radiography and stabilisation where appropriate.

- 3.3.7 If human remains are encountered, they will be cleaned with minimal disturbance, prior to recording and removal, following receipt of the required Ministry of Justice licence. Investigation and excavation of human remains will be undertaken by, or under supervision of, suitably experienced specialist staff and in accordance with IFA Guidelines ("Excavation and Post-excavation Treatment of Cremated and Inhumed Human Remains" Roberts, C & McKinley, J 1993 – IFA Technical Paper 13; "Guidelines to the standards for recording human remains" ed Brickley, M & McKinley, J 2004 – IFA Paper 7). Assessment of excavated human remains will be undertaken in line with current English Heritage Guidelines ("Human Bones from archaeological sites: Guidelines for the production of assessment documents and analytical reports" Centre for Archaeology Guidelines 2004). The archaeological contractor will comply with all reasonable requests of interested parties as to the method of removal, re-interment or disposal of the remains or associated items. Every effort will be made, at all times, not to cause offence to any interested parties.
- 3.3.8 If finds are made of gold, silver or other items of possible treasure these will if possible be archaeologically excavated and removed to a safe place. Such finds will also be reported immediately to the local Coroner (within 14 days, in accordance with the 1997 Treasure Act) and to the Norfolk Finds Liaison Officer. Should it not be possible to remove the finds that day suitable security will be arranged.

3.4 ***Post-Excavation Assessment, Analysis & Reporting***

- 3.4.1 Until the fieldwork is complete the precise details of post-excavation analysis and reporting requirements will be uncertain. A formal process of post-excavation 'Assessment of Potential for Analysis', in line with English Heritage "MAP 2" procedures will be undertaken if required to ensure that analytical and reporting work is most effectively targeted and that the potential of the excavated data is fully met in the post-fieldwork analytical programme. If the results of the fieldwork are as anticipated i.e. revealing a small number of discrete medieval features then it is hoped to agree with the Planning Archaeologist to proceed directly to analysis and a full client report.
- 3.4.2 Post excavation work will comprise the following:
- checking of drawn and written records during and on completion of fieldwork;
 - production of a stratigraphic matrix of the archaeological deposits and

features present on the site, if appropriate;

- cataloguing of photographic material and labelling of slides that will be mounted on appropriate hangers;
- cleaning, marking, bagging and labelling of finds according to the individual deposits from which they were recovered. Any finds requiring specialist treatment and conservation will be sent for appropriate treatment. Finds will be identified and dated by appropriate specialists;

3.4.3 Unless otherwise agreed with the Planning Archaeologist, a report detailing the findings of the archaeological works will be prepared within four months of the completion of site works (dependant on receiving specialist reports) and will consist of:

- a title page detailing site address, site code and accession number, NGR, author/originating body, client's name and address;
- full contents listing;
- a non-technical summary of the findings of the fieldwork;
- a description of the topography and geology of the excavation areas;
- a description of the methodologies used during the fieldwork;
- a description of the findings of the fieldwork;
- site and excavation area location plans and plans of each of the excavation areas showing the archaeological features exposed;
- sections of the excavated archaeological features;
- interpretation of the archaeological features exposed and their context within the surrounding landscape;
- specialist reports on the artefactual / ecofactual remains from the site;
- appropriate photographs of specific archaeological features;
- the OASIS reference and summary form

3.4.4 The format and contents of the report will conform to the requirements of the Planning Archaeologist and to published regional Standards.

3.4.5 A draft copy of the report will be supplied to the Planning Archaeologist for comment. Following approval of the draft report, three hard copies and one digital copy will be supplied to Norfolk HER for the attention of the Planning Archaeologist. One further copy will be sent to the English Heritage Regional Science Advisor for the East of England.

3.4.6 A copy of the approved report will be uploaded to the OASIS database.

3.4.7 The project archive will be prepared according to the recommendations in *Guidelines for the Preparation of Excavation Archives for long-term storage* (UKIC 1990); *Standards in the Museum Care of Archaeological Collections* (Museums and Galleries Commission

1992); and the Archaeological Archives Forum's *Guide to best practice in creation, compilation, transfer and curation for archaeological archives* (AAF 2007).

- 3.4.8 The project archive will be deposited with an appropriate store in accordance with the terms and conditions which are to be agreed with the store in advance of deposition.
- 3.4.9 Notes or articles describing the results of the archaeological fieldwork will be submitted for publication to an appropriate journal, dependant on the nature of the results.
- 3.4.10 OASIS (Online AccesS to the Index of archaeological investigationS) data capture forms will also be completed and submitted on completion of the project.
- 3.4.11 All documentation and correspondence created as part of this project will clearly quote the Norfolk HER number (see section 3.1.2 above).

4.0 Monitoring

- 4.1 The aims of monitoring are to ensure that the archaeological works are undertaken within the limits set by the project design and to the satisfaction of the Local Planning Authority.
- 4.2 The archaeological aspects of the project will be managed on behalf of the developers by Paul Gajos MCIfA of CgMs Consulting with assistance from other CgMs staff as required.
- 4.3 The Planning Archaeologist, will be given at least 2 weeks' notice of the date of commencement of the archaeological programme, and will be free to visit at any reasonable time to monitor the implementation of the works on behalf of the local planning authority.

5.0 Timetable and Personnel

- 5.1 Details of the timetable and CVs of key personnel and specialists will be provided to the Planning Archaeologist on appointment of the fieldwork contractor. Work will be undertaken under the management of a suitably qualified archaeologist. Paul Gajos MCIfA of CgMs Consulting will be in overall charge of the project and will monitor the work on behalf of FW Properties.
- 5.2 Excavation and recording is anticipated to involve a maximum of 6 weeks work on-site.

5.3 The Planning Archaeologist will be given notice of when work is due to commence and will be free to visit the site by prior arrangement with CgMs. The Planning Archaeologist will monitor implementation of the programme of works on behalf of the Local Planning Authority and evaluate the work being undertaken on site against the methodology detailed in this specification.

6.0 Insurance

6.1 The archaeological contractor will produce evidence of Public Liability Insurance to the minimum value of £5m and Professional Indemnity Insurance to the minimum of £2m.

7.0 Health and Safety

7.1 All works will be in compliance with the Health and Safety at Work Act (1974) and all applicable regulations and Codes of Practice.

7.2 All archaeological staff will undertake their operations in accordance with safe working practices.

7.3 A site-specific risk assessment will be undertaken and recorded prior to the commencement of work on site.

7.4 A continuous process of dynamic risk assessment will be undertaken and if significant hazards are identified a specific risk assessment will be undertaken and recorded. Control measures will be implemented as required in response to specific hazards.

7.5 Safe working will take priority over the desire to record archaeological features or remains, and where it is considered that recording is dangerous, any such features or remains will be recorded by photography, at a safe distance.

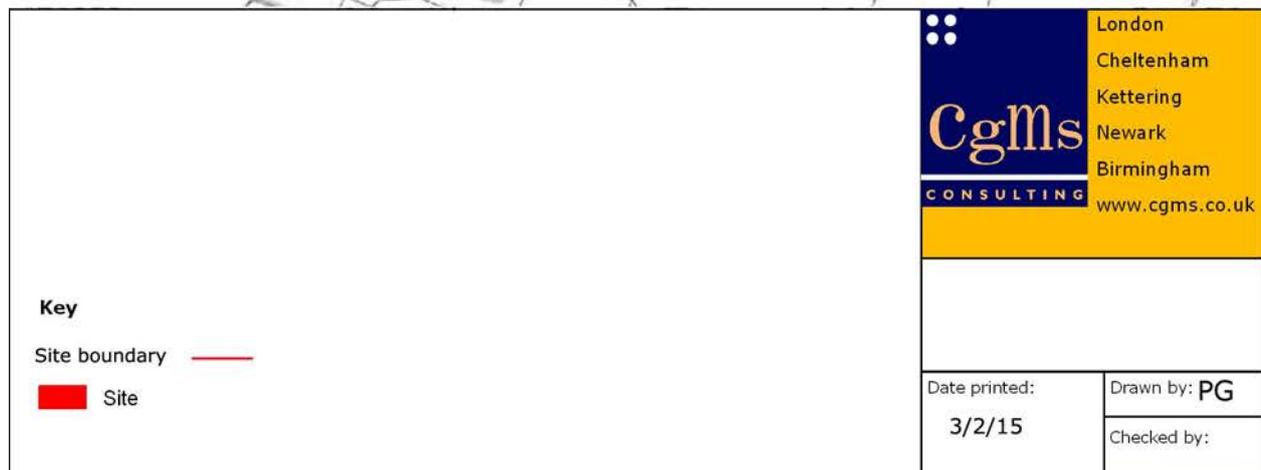
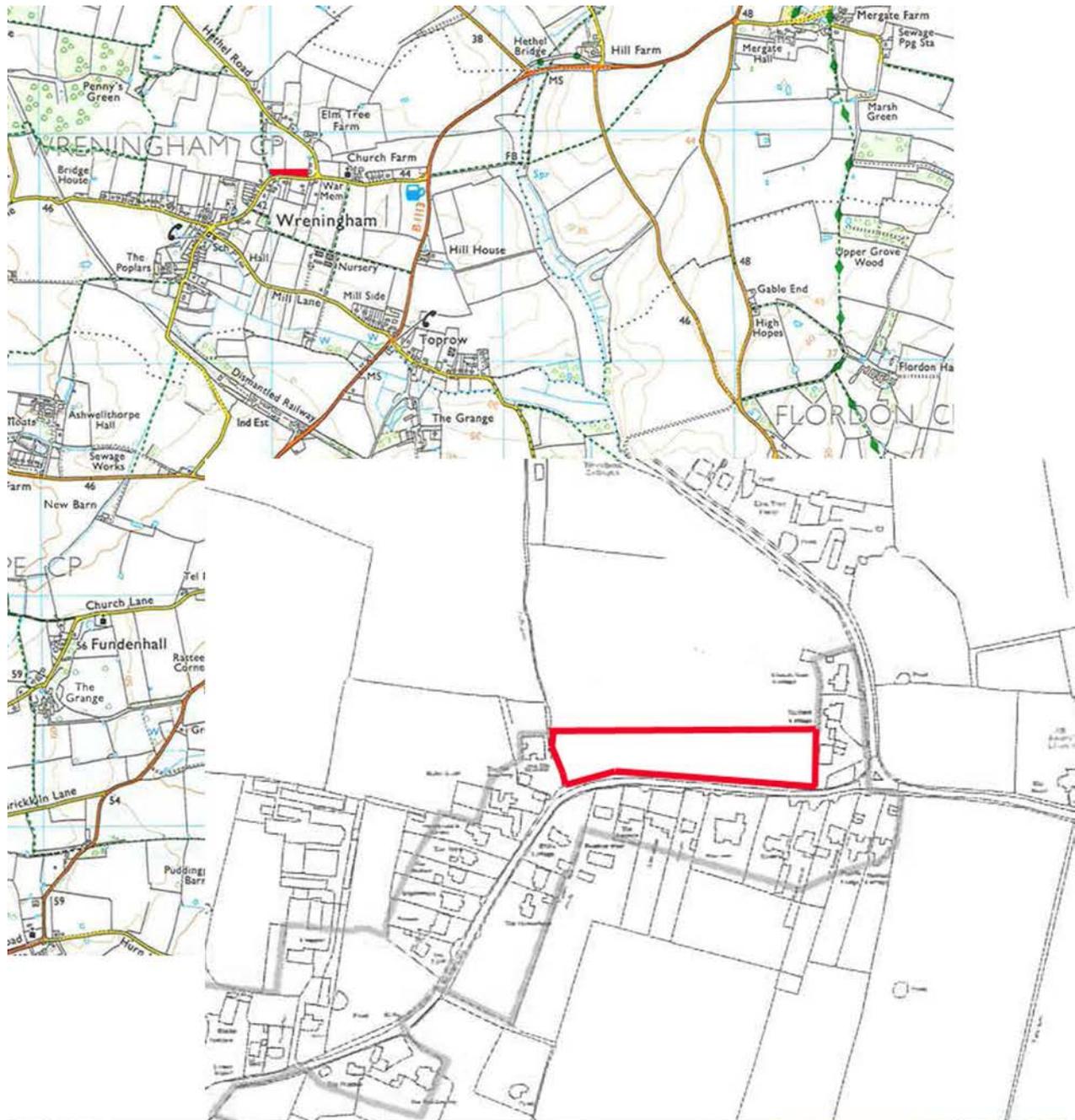


Figure 1. Site Location

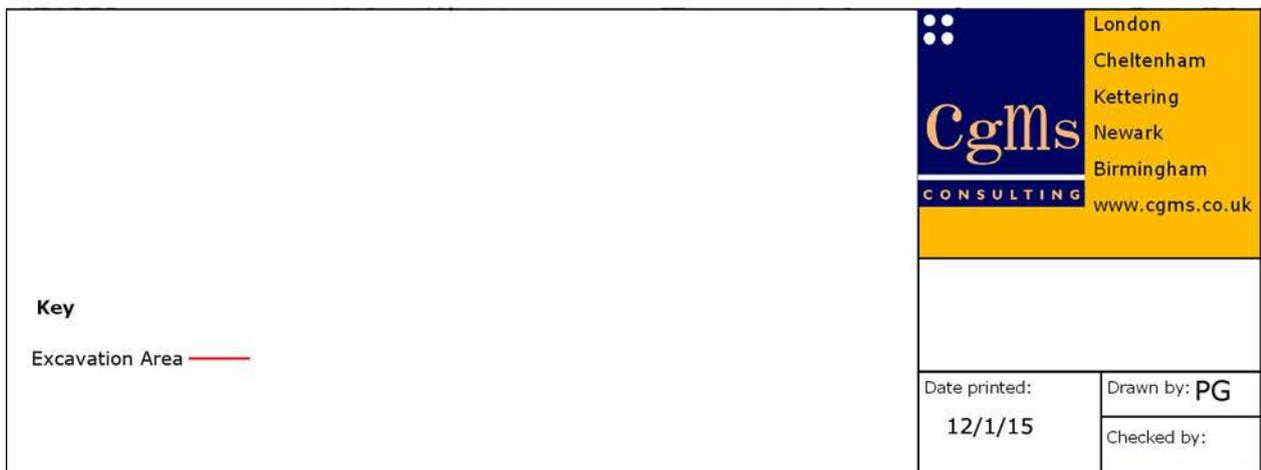
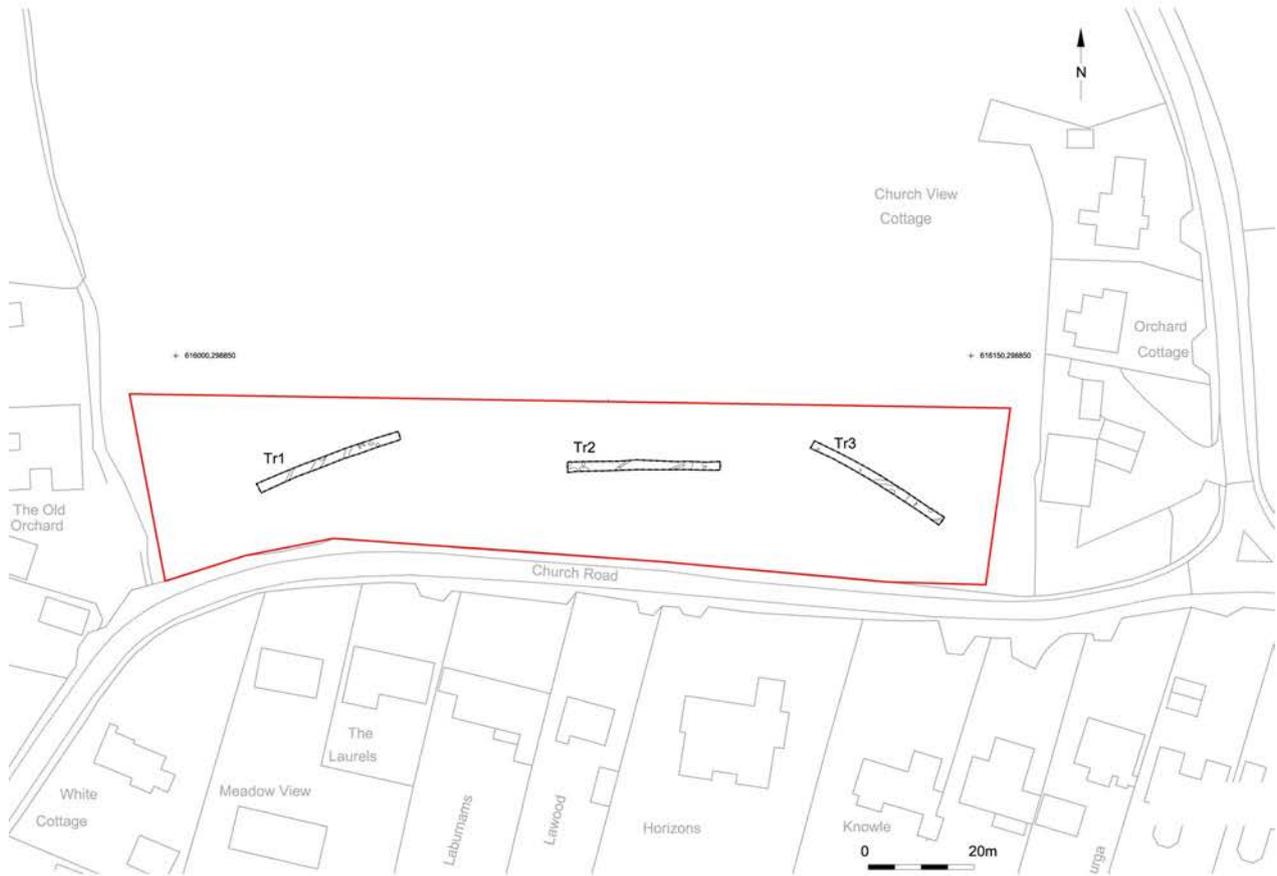


Figure 2: Excavation area