

Site/Project Name: **Oddington College Farm**Site Code: **ODDCOF 09**Site/Project Type: **Watching Brief**Year(s): **2009**Accession Number: **OXCMS:2009.43**

Record Group	Contents	Comments	Box/File Number
	<b>INTRODUCTION</b> Brief for archaeological watching brief Written scheme of investigation	5 sheets 4 sheets	Box 1 file 1
A	<b>REPORT</b> Archaeological watching brief OASIS report print – out	V:\nicky.scott\OAUWS\PDF REPORTS\ODDCOF09.pdf 3 sheets	Box 1 file 2
B	<b>PRIMARY CONTEXT DATA</b> Watching brief record Context checklist Context record sheets	1 sheet 1 sheet 3 sheets	Box 1 file 3
B	<b>CATALOGUE OF DRAWINGS</b> Plan record sheet Section record sheet	1 sheet 1 sheet	Box 1 file 4
B	<b>PRIMARY DRAWINGS</b> Plan drawing Section drawings	1 A4 sheet 1 A4 sheet	Box 1 file 5
D	<b>CATALOGUE OF PHOTOGRAPHS</b> Black and white record sheet Colour slides photographic record sheet Digital photographic record sheet	1 sheet 1 sheet 1 sheet	Box 1 file 6

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Site: [Oddington College Farm] Site code: [ODDCOF 09]

Line 2: Excavators name[D. Poore]

Line 3:

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Introduction	<input type="checkbox"/>
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A:Publication Report	<input type="checkbox"/>
B:Site Data – Text: Diary/Daybook/Fieldnotes	<input type="checkbox"/>
B: Site Data – Text: General Summaries	<input type="checkbox"/>
B: Site Data – Text: Primary Context.Records	<input type="checkbox"/>
B: Site Data – Text: Synthesised Context Records	<input type="checkbox"/>
B: Site Data – Text: Survey Reports	<input type="checkbox"/>
B: Site Data – Text: Catalogue of Drawings	<input type="checkbox"/>
B: Site Data – Text: Primary Drawings	<input type="checkbox"/>
B: Site Data – Text: Synthesised Drawings	<input type="checkbox"/>
C: Finds Data – Text: Primary Finds Data	<input type="checkbox"/>
C: Finds Data – Text: Synthesised Finds Data	<input type="checkbox"/>
C: Finds Data – Text: Specialist Reports	<input type="checkbox"/>
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D: Catalogue of Photos/Slides/Videos/X--rays	<input type="checkbox"/>
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E: Environmental/Ecofact Data: Specialist Reports	<input type="checkbox"/>
F: Documentary	<input type="checkbox"/>
F: Press and Publicity	<input type="checkbox"/>
G: Correspondence.	<input type="checkbox"/>
H: Miscellaneous	<input type="checkbox"/>

ODDINGTON COLLEGE FARM  
ODDCOF09  
Box 1 FILE 1  
INTRODUCTION

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G: Correspondence	
H: Miscellaneous	

# 08/02053/F – College Farm, College Farm Close, Oddington

## Design Brief for Archaeological Watching Brief

### 1. SUMMARY OF BRIEF:

- 1.1 This brief provides the outline framework on which a detailed specification of work should be based. It is advisable that archaeological organisations forward the specification to the County Archaeological Officer or his representative for validation before submitting costed proposals to the agency commissioning the Watching Brief.
- 1.2 A formal programme of archaeological observation and investigation shall be conducted on the excavation of footings and other areas of invasive groundworks. Significant features to be hand cleaned and sample excavated.

### 2. BACKGROUND:

#### 2.1 Site Location and Description

- 2.1.1 The development site is located in the centre of the village, North east of St Andrews Church (NGR SP 5529 1492). The site is currently in use as a garden. The site lies at approximately 65m OD and the geology is Oxford Clay and Kellaways Beds.

#### 2.2 Planning Background

- 2.2.1 Planning permission has been granted for the demolition of the existing extension and the construction of a new extension under the planning reference number 08/02053/F. Due to the possibility of below ground archaeological deposits being disturbed during the development a planning condition requiring an archaeological watching brief has been attached to the permission. This is in accordance with PPG 16 and South Oxfordshire Local Plan policies. This brief outlines our requirements for this initial phase of evaluation.

#### 2.3 Archaeological Background

- 2.3.1 The site is located to the west of a series of well preserved earthworks of the Deserted Medieval Village (PRN 5847)(SP 5540 1474) but at the time we did not expect the earthworks to extend as far as the limited area of the site and so we did not request any archaeological investigations. Since then archaeological deposits have been recorded, during a watching brief in June 2007, to the east of the site in the form of two ditches, one of these was thought to be Saxon in date.
- 2.3.2 The site is located within the medieval core of the village and a recent evaluation and subsequent watching brief was carried out 75m to the south of the site which recorded settlement evidence dated to the late Saxon and early Medieval period (PRN 26177)(SP 5526 1484). This investigation located what is thought to be the route of an early road through the village, aligned east west.
- 2.3.2 This ditch is thought to be part of a Saxon enclosure ditch, which can be seen on the surface as a slight earthwork, running to the east of the site and turning to the

Director and Chief Executive  
south of the late C13th Church (PRN 5285)(SP 5525 1480). It would appear that the application site is located within this enclosure. Given its location just 40m north of the C13th Church of St Andrew there is a possibility that deposits related to the early medieval deserted medieval village and to the possible Saxon enclosure could be disturbed during this application.

### 3. REQUIREMENT FOR WORK:

- 3.1 This Archaeological Watching Brief has been required in accordance with PPG16 because of the presence of known sites of archaeological interest within the immediate vicinity of the development.
- 3.2 The requirements are for a formal programme of observation and investigation conducted during any operations on site that may disturb or destroy archaeological deposits. The programme will result in the preparation and dissemination of a report and ordered archive. Archive deposition, publication and dissemination should follow the guidelines outlined in Annexes 2, 4, 5 and 6 of the Evaluation Brief.
- 3.3 The Archaeological Watching Brief should, within the resources available, allow the preservation by record of archaeological deposits, the presence and nature of which could not be established (or established with sufficient accuracy) in advance of development or other potentially disruptive works.
- 3.4 It should provide an opportunity, if needed, for the engaged archaeological organisations to signal, before the destruction of the material in question, that an archaeological find has been made for which the resources allocated are not sufficient to support a treatment to a satisfactory and proper standard.
- 3.5 Should the Watching Brief encounter archaeological remains of sufficient significance, it will not replace any requirement for contingent excavation or the physical preservation of those remains.

### 4. SPECIFIC REQUIREMENTS:

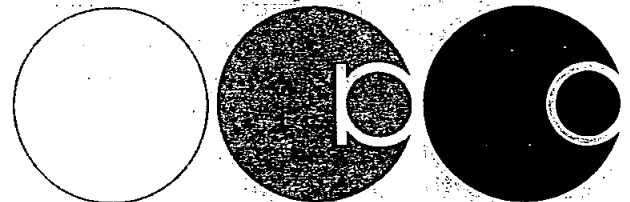
- 4.1 A formal programme of archaeological monitoring and recording shall be maintained during any groundwork's for the construction of the new building. This will include the stripping of overburden and excavation of foundation trenches or service trenches. Any archaeological deposits revealed shall be cleaned by hand and recorded in plan before being excavated and recorded at an appropriate level.

Richard Oram  
Planning Archaeologist  
County Archaeological Services

5<sup>th</sup> December 2008

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w: thehumanjourney.net

Oxford Archaeology



## ANNEX 2

### MONITORING ARRANGEMENTS:

Oxfordshire County Council Archaeological Services (Directorate Environment & Economy) will monitor progress and standards throughout the project. To facilitate this, the project design should include a projected timetable on site (indicating staff grades, members and machine hire time if appropriate etc). The County Archaeological Officer shall be notified of the start date at least two weeks prior to commencing of work.

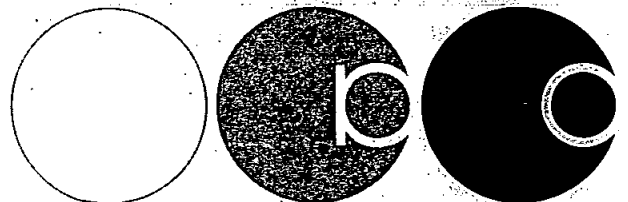
## ANNEX 4

### ARCHIVE DEPOSITION:

1. The archive should be prepared to the minimum acceptable standard defined in MAP2 (5.4 and Appendix 3). The integrity of the archive should be maintained.
2. The contracted archaeological organisation will endeavour to ensure that the full integrated site archive including all finds (other than gold and silver declared by a Coroner's Inquest to be Treasure under the current Treasure Act) shall, with the agreement of the owners, be deposited after completion of post-excavation work with the County Museums Service (Oxfordshire Museums) unless another repository is indicated.
3. Oxfordshire Museums requires that deposited archives from developer-led archaeological work shall be accompanied by funding equivalent to the current HBMC Box Storage Grant. Archaeological organisations shall therefore include an estimate of the costs of deposition for this project in their tender. The estimated cost will be clearly shown and shall be calculated in accordance with the procedures set out in "Charge for Archaeological Archives Deposited with Oxfordshire Museums" Oxfordshire Museums 1995.
4. In the event of the legal owner(s) resolving to retain all or part of the site archive, they shall be responsible for the future preservation and maintenance of any material element of that archive. That part of the site archive in question, shall be transferred to the legal owner only after; all necessary processing, research, analysis and investigative/stabilising conservation and correct packing necessary to prepare the archive for preservation and storage in a usable, accessible form, and to produce a full report for publication, has been completed. The owner shall ensure that all necessary provision is made for the long-term preservation of the archive in a satisfactory environment, and that it is accessible for future research. The contracted archaeological organisation will ensure that a proper record of material kept by the landowner shall be included in the written archive, and the location and ownership of the material shall be stated in the written archive and public record. The explicit (written) permission of the owner shall be obtained for the latter in order that the *Data Protection Act 1984* is not contravened.
5. A summary report and details of archive deposition shall be submitted to the County SMR and NMR, and a limited selection of representative photographic slides from the site archive shall be duplicated and deposited with the SMR.
6. The County Museums Service shall be notified in advance, of the expected time limits for deposition of the archive.

## PUBLICATION AND DISSEMINATION:

1. Three copies of the summary report shall be supplied to the office of the County Archaeological Officer; one for verification and assessment by the CAO or his representative; the second to be lodged with the County Sites and Monuments Record on the understanding that it will become a public document after an appropriate period of time (generally not exceeding six months). The third copy of the report should be sent direct to Cherwell District Council at the address below.
2. All archaeological organisations should ensure that an abstract containing the essential elements of the results precedes the main body of the report.
3. Publication of the results (even if limited to one line reports on work done with negative results) should be pursued, and should take place within a reasonable length of time (normally not more than five years after completion of the work). Style and format to be determined by the archaeological organisation, with regard to agreed standards of archaeological publication, and the house style of the appropriate local, regional or national publication.
4. The report should state the location of the archive and acknowledge the curatorial role played in the project by Oxfordshire County Council Archaeological Services. It should also acknowledge any provision of information from the County Sites and Monuments Record which is copyright of Oxfordshire County Council. Any secondary reports or articles generated by this project shall similarly acknowledge County Archaeological Services and the SMR.
5. With regard to publication; the level of the report should take into account the scale of the evaluation, the overall importance of the site based on English Heritage characterisation criteria, and its status within local and regional research strategies. We would suggest that, unless evidence of national or special local significance is revealed, a summary report conforming to the minimum requirements defined in MAP2 Appendix 7.1, should be produced for publication.





## ANNEX 6

### OXFORDSHIRE COUNTY COUNCIL Environment & E

#### COUNTY MUSEUM AND ARCHIVE STORE

Witney Road, Standlake, Oxon OX8 7QG

Archaeological Curator:

Dr Lauren Gilmour

Head of Conservation:

Christiane Jeuckens

Conservation Laboratory:

#### COUNTY ARCHAEOLOGICAL SERVICES CONTACTS: Archaeology & DEVELOPMENT CONTROL

County Archaeological Officer: Paul Smith

Tel: 01865 810115

Email: [paul.smith@oxfordshire.gov.uk](mailto:paul.smith@oxfordshire.gov.uk)

matters relating to: South Oxfordshire District Council, Oxford City (

Deputy County Archaeological Officer: Hugh Coddington

Tel: 01865 810185

Email: [hugh.coddington@oxfordshire.gov.uk](mailto:hugh.coddington@oxfordshire.gov.uk)

Responsible for archaeological planning matters relating to: West Oxfordshire District Council; Minerals applications; Thames Water plc countywide

Planning Archaeologist: Richard Oram

Tel: 01865 810185

Email: [richard.oram@oxfordshire.gov.uk](mailto:richard.oram@oxfordshire.gov.uk)

matters relating to: Cherwell District Council

*(All other dealings with national and regional bodies/utility Companies should be referred to Paul Smith, Hugh Coddington and Richard Oram on a District by District basis)*

#### SITES AND MONUMENTS RECORD

County Sites and Monuments Record Officer: Susan Lisk

Tel: 01865 810825

Email: [susan.lisk@oxfordshire.gov.uk](mailto:susan.lisk@oxfordshire.gov.uk)

Responsible for management, development and appointment-based

#### CHERWELL DISTRICT COUNCIL

Planning Control Manager

Tel: 01295 252535

Email: [Planning@cherwell-dc.gov.uk](mailto:Planning@cherwell-dc.gov.uk)

Cherwell District Council, Bodicote House, Bodicote, Banbury, Oxon.

Mrs V Robinson

**COLLEGE FARM,  
COLLEGE FARM CLOSE, ODDINGTON, OXFORDSHIRE**

NGR: SP 5529 1492

**Written Scheme of Investigation for  
an Archaeological Watching Brief**

Planning Ref. 08/02053/F

**1 Introduction**

- 1.1 Planning permission has been granted by Cherwell District Council for the demolition of an existing extension and the construction of a new extension. The site lies within an area of archaeological potential and therefore, in line with PPG16 and Policy C26 of the Local Plan, an archaeological watching brief has been required, to be undertaken during all groundworks.
- 1.2 This Written Scheme of Investigation details how Oxford Archaeology (OA) will implement the requirements of the Oxfordshire County Archaeological Service (OCAS), laid out in a brief prepared by the County Planning Archaeologist, Richard Oram. The first part is site specific while the appendices detail general OA standards and procedures.

**2 Geology and Topography**

- 2.1 The development site is located in the centre of the village, north-east of St Andrews Church (NGR: SP 5529 1492). The site is currently in use as a garden. The site lies at approximately 65 m above OD and the underlying geology is Oxford Clay and Kellaways Beds.

**3 Archaeological Background**

- 3.1 The site is located within the medieval core of the village and a recent evaluation and subsequent watching brief carried out 75 m to the south of the development site recorded settlement evidence dated to the late Saxon and early medieval period (PRN 26177) (SP 5526 1484). The investigation also located what is thought to be the route of an early road through the village, aligned east-west.
- 3.2 East of the site is a series of well preserved earthworks of the Deserted Medieval Village (PRN 5847) (SP 5540 1474). Previously it was thought that the earthworks did not extend as far as the limited area of the site, but archaeological work during the excavation of a new cable trench in June 2007 (OA, 2007) recorded archaeological deposits, including two ditches (one possibly Saxon) to the east of the site.

- 3.3 This ditch is thought to be part of the Saxon enclosure ditch, which can be seen on the surface as a slight earthwork, running to the east of the site and turning to the south of the late 13th-century church (PRN 5285) (SP 5525·1480). The development area is located 40 m north of the church and it is possible that the development site is located within this enclosure.

#### **4 Aims**

- 4.1 To preserve by record any archaeological remains (if present) that the works may remove or damage within the area of the site being investigated.
- 4.2 To signal, before the destruction of the material in question, the discovery of a significant archaeological find, for which the resources allocated are not sufficient to support a treatment to a satisfactory and proper standard. All groundworks will be halted until the remains have been suitably investigated and dealt with by the attending archaeologist.
- 4.3 To make available the results of the investigation.

#### **5 Strategy**

- 5.1 The watching brief will observe groundworks that may affect or reveal archaeological deposits. This will include monitoring the excavation of foundations and service trenches, surface stripping and other invasive groundworks.
- 5.2 Excavation of archaeological features will be undertaken to fulfil the basic objective of retrieval of archaeological data affected by the works. In the event that human remains are discovered, and their retrieval cannot be avoided, OA will obtain the necessary burial licence from the Ministry of Justice and remove the remains to established OA practises and with due care and respect. Wherever possible human remains will be located and planned and left in-situ.
- 5.3 All features and deposits will be issued with unique context numbers, and context recording will be in accordance with the established OA *Field Manual* (OA 1992). All contexts, and any small finds and samples from them will be allocated unique numbers. Bulk finds will be collected by context. Colour transparency and black-and-white negative photographs will be taken of all trenches and archaeological features.
- 5.4 Deposits deemed to be of potential environmental significance will be appropriately sampled and analysed for environmental and economic indicators.
- 5.5 Site plans will be drawn at an appropriate scale (normally 1:50 or 1:100) with larger scale plans of features as necessary. Section drawings of features and sample sections of trenches will be drawn at a scale of 1:20. Full trench sections will be drawn only if complex stratigraphy is present.
- 5.6 The project will be carried out by a suitably qualified OA supervisor, under the

overall direction of a project manager and OA Head of Fieldwork, Dan Poore.

- 5.7 The watching brief will be monitored by Oxfordshire County Council Archaeological Services.

## **6 Report and Archive**

- 6.1 A client report (Appendix 8) on the results of the investigation will be completed within three weeks of the end of the fieldwork. The project supervisor and OA finds specialists will undertake the report stage under the direction of the project manager. Copies will be forwarded to the client. Three copies of the report will be submitted to the County Archaeological Service and the SMR.
- 6.2 If environmental remains are recovered, then the staff from the OA Environmental Department will scan these to assess the potential of the remains. Detailed analysis, if required, would normally be undertaken by the University Museum, Oxford.
- 6.3 The County Museums Service (Oxfordshire Museums), if required, will undertake finds conservation.
- 6.4 The site archive including finds (subject to the landowner's agreement) will be deposited with the County Museums Service (Oxfordshire Museums) in an approved format.

## **7 Health and Safety**

- 7.1 OA will comply with all relevant health and safety legislation.

## **8 References**

OAU 1992 *Fieldwork Manual* (ed. D. Wilkinson)

OA 2007 *New Power Cables, Oddington – Archaeological Watching Brief Report*

OCAS 2008 College Farm, College Farm Close, Oddington - Design Brief for an Archaeological Watching Brief

## **9 General**

Appendices 7, 8 and 11 are relevant.

## OA Standard Fieldwork Methodology Appendices

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The following methods and terms will apply, where appropriate, to all OA fieldwork unless varied by undertakings specified in a detailed Written Scheme of Investigation.

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### 7 WATCHING BRIEFS

- 7.1 Ground disturbances (demolition, general site strip and levelling, reduction for roads, excavation for service trenches and foundation trenches) will be monitored by an archaeological supervisor assisted, where necessary, by archaeological technicians and under the overall guidance of a project manager.
- 7.2 All archaeological features and deposits exposed will be recorded.
- 7.3 Where only the tops of features or deposits are exposed, these will be located on a site plan, planned, and recorded by written description and by photographs.
- 7.4 Visible artefacts will be collected in order to assist in the dating of features and deposits.
- 7.5 Where trenches are excavated through cut features (pits, ditches, etc.) and vertical stratigraphy is not present, the features will be recorded in section with appropriate collection of finds.
- 7.6 Where ground disturbance exposes stratified remains or significant features, these will be hand excavated by the archaeologist and recorded.
- 7.7 The archaeological curator will be advised at the earliest opportunity of any archaeological features or deposits that appear worthy of preservation *in situ*.
- 7.8 On completion of the fieldwork the site archive will be compiled and security copied.
- 7.9 Proposals for analysis and publication will be determined in the light of the results of the fieldwork.

### RECORDING

- 7.10 All on-site recording will be undertaken in accordance with the *OA Field Manual* (ed. D Wilkinson 1992).
- 7.11 A continuous unique numbering system will be operated. Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements.
- 7.12 Plans will normally be drawn at 1:50 but in urban or deeply stratified sites a scale of 1:20 will be used. Detailed plans will be at an appropriate scale. Burials will be drawn at 1:10.
- 7.13 A register of plans will be kept.

- 7.14 Sections of features or trenches showing stratigraphy will be drawn at 1:20 or 1:10.
- 7.15 A register of sections will be kept.
- 7.16 All sections will be tied in to Ordnance Datum if possible or into the contractors TBM.
- 7.17 A black and white and colour (35 mm transparency) photographic record, illustrating in both detail and general context the principal features and finds discovered will be maintained. The photographic record will also include working shots to illustrate more generally the nature of the archaeological work.
- 7.18 Photographs will be recorded on OA Photographic Record Sheets.
- 7.19 All identified finds and artefacts from stratified archaeological deposits will be retained, although certain classes of building material or post medieval pottery may sometimes be discarded after recording if an appropriate sample is retained.

## 8 EVALUATION AND WATCHING BRIEF REPORTS

- 8.1 Style and format of the report will be determined by OA, but will include as a minimum the following:
- A location plan of trenches and/or other fieldwork in relation to the proposed development.
  - Plans and sections of features as appropriate located at an appropriate scale.
  - A section drawing showing depth of significant deposits (if encountered) including present ground level with Ordnance Datum, vertical and horizontal scale.
  - A summary statement of the results.
  - A table summarising per trench the features, classes and numbers of artefacts contained within, spot dating of significant finds and an interpretation.
  - A reconsideration of the methodology used, and a confidence rating for the results.
  - An interpretation of the archaeological findings within both the site and their wider landscape/townscape setting.
- 8.2 Copies of the report will be supplied to the client and the Archaeological Officer monitoring the works. Copies of the report will also be supplied to the County Sites and Monuments Record on the understanding that it will become a public document after an appropriate period of time (normally six months).
- 8.3 If the evaluation works generate archaeological results of importance which merit wider publication, the client will be consulted about further arrangements.

### ARCHIVES

- 8.4 The site archive, including finds and environmental material, will be ordered, catalogued, labelled and conserved and stored according to the UKIC Guidelines for the preparation of excavation archives for long-term storage.
- 8.5 The site archive will be prepared to at least the minimum acceptable standard defined in Management of Archaeological Projects 2, English Heritage 1991.
- 8.6 The site archive will be microfilmed by the RCHME National Archaeological Record as a safeguard against the accidental loss and the long-term degeneration of paper records and photographs.
- 8.7 The site archive will be deposited with the relevant receiving Museum at the earliest opportunity unless further archaeological work on the site is expected within one year of completion of the archive. The OA will advise the landowner that any artefacts resulting from the project work should be given to the relevant Museum.

## 11 GENERAL

- 11.1 The requirements of the Brief will be met in full where reasonably practicable.
- 11.2 Any significant variations to the proposed methodology will be agreed with the local authority's archaeological representative in advance.
- 11.3 The scope of work detailed in the main part of the Written Scheme of Investigation is aimed at meeting the aims of the project in a cost-effective manner. Oxford Archaeology attempts to foresee possible site-specific problems and resource these. However there may be unusual circumstances which have not been included in the costing and programme.
- Unavoidable delays due to extreme bad weather, vandalism, etc.
  - Complex structures or objects, including those in waterlogged conditions, requiring specialist removal.
  - Extensions to specified trenches or feature sample sizes requested by the archaeological curator.
  - Trenches requiring shoring or stepping, ground contamination, unknown services, poor ground conditions requiring additional plant, specialist reinstatement of surfaces (i.e. tarmac, turf).

### HEALTH AND SAFETY and INSURANCE

- 11.4 All work will be carried out to the requirements of *Health and Safety at Work, etc. Act 1974*, *The Management of Health and Safety Regulations 1999*, the OA Health and Safety Policy and Procedures Manual, and any main contractor's requirements.
- 11.5 A copy of the OA's Health and Safety Policy is available on request. OA will require copies of the H & S policies of all other contractors and operators present on site in compliance with *The Manual of H & S Regulations 1992*.
- 11.6 The OA holds Employers Liability Insurance, Public Liability Insurance and Professional Indemnity Insurance. Details will be supplied on request.
- 11.7 The OA will not be liable to indemnify the client against any compensation or damages for or with respect to:
- Damage to crops being on the Area or Areas of Work (save in so far as possession has not been given to the Archaeological Contractor);
  - The use or occupation of land (which has been provided by the Client) by the Project or for the purposes of completing the Project (including consequent loss of crops). Interference whether temporary or permanent with any right of way, light, air or water or other easement or quasi easement which are the unavoidable result of the Project in accordance with the Agreement;
  - Any other damage which is the unavoidable result of the Project in accordance with the Agreement;
  - Injuries or damage to persons or property resulting from any act or neglect or breach of statutory duty done or committed by the client or his agents, servants or their contractors (not being employed by Oxford Archaeology) or for or in respect of any claims demands proceedings damages costs charges and expenses in respect thereof or in relation thereto.

### COPYRIGHT and CONFIDENTIALITY

- 11.8 Oxford Archaeology will retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide an exclusive licence to the client in all matters directly relating to the project as described in the Written Scheme of Investigation.

- 11.9 Oxford Archaeology will assign copyright to the client upon written request but retains the right to be identified as the author of all project documentation and reports as defined in the Copyright, Designs and Patents Act 1988 (Chapter IV, s.79).
- 11.10 OA will advise the client of any such materials supplied in the course of projects that are not OA's copyright.
- 11.11 OA undertakes to respect all requirements for confidentiality about the client's proposals provided that these are clearly stated. It is expected that such conditions shall not unreasonably impede the satisfactory performance of the services required. OA further undertake to keep confidential any conclusions about the likely implications of such proposals for the historic environment. It is expected that clients respect OA's general ethical obligations not to suppress significant archaeological data for an unreasonable period.

#### OA STANDARDS AND PROCEDURES

- 11.12 OA shall conform to the standards of professional conduct outlined in the Institute of Field Archaeologists' Code of Conduct, the IFA Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology, the IFA Standards and Guidance for Field Evaluations, Desk Based Assessments, etc. and the British Archaeologists and Developers Liaison Group Code of Practice.
- 11.13 OA is a member of the Institute of Environmental Assessment and the Council for British Archaeology.
- 11.14 Project Directors normally will be recognised in an appropriate Area of Competence by the IFA. For more extensive and complicated evaluation projects especially where they are part of large-scale programmes of work in historic urban centres, the procedures outlined in English Heritage's *Management of Archaeological Projects* 2nd Edition 1991 (MAP 2) will be followed for immediate post-field archive preparation and initial assessment. Agreement to then be reached, in collaboration with the local authority's archaeological representative, about what aspects will need to be taken forward to provide a report in the required format containing the information needed for planning purposes.



ODDINGTON COLLEGE FARM  
ODDCOF09

Box 1 FILE 2

A REPORT

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No. 978033 Buff



PDF/A SCAN

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Headings

Site information

Line 1: [OASouth] County: [Oxfordshire] Parish:[Oddington]

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Line 2: Excavators name[D. Poore]

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C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

# OASIS DATA COLLECTION FORM: England

[List of Projects](#) | [Search Projects](#) | [New project](#) | [Change your details](#) | [HER coverage](#) | [Change country](#) | [Log out](#)

**Printable version**

**OASIS ID: oxfordar1-81249**

## Project details

Project name	Oddington College Farm
Short description of the project	On May 13th 2009, Oxford Archaeology (OA) carried out an archaeological watching brief at College Farm, Oddington, Oxfordshire (NGR: SP 5529 1492). The work was commissioned by Mrs V Robinson in advance of the construction of a new extension. The watching brief revealed modern disturbed ground overlying colluvium and weathered limestone. No significant archaeology was observed.
Project dates	Start: 13-05-2009 End: 13-05-2009
Previous/future work	Not known / Not known
Any associated project reference codes	ODDCOF 09 - Sitecode
Any associated project reference codes	OXCMS:2009.43 - Museum accession ID
Type of project	Recording project
Site status	None
Current Land use	Other 5 - Garden
Monument type	NONE None
Monument type	NONE None
Significant Finds	NONE None
Investigation type	'Watching Brief'
Prompt	Direction from Local Planning Authority - PPG16

## Project location

Country	England
Site location	OXFORDSHIRE CHERWELL ODDINGTON Oddington College Farm
Study area	250.00 Square metres
Site coordinates	SP 5529 1492 51.8297103528 -1.197574293260 51 49 46 N 001 11 51 W Point

**Project creators**

Name of Organisation	Oxford Archaeology
Project brief originator	Oxford County archaeological officer
Project design originator	Oxford Archaeology
Project director/manager	D.Poore
Project supervisor	M.Sims

**Project archives**

Physical Archive Exists?	No
Digital Archive recipient	Oxford Archaeology
Digital Archive ID	ODDCOF 09/ODDCOF WB
Digital Contents	'Stratigraphic'
Digital Media available	'Images raster / digital photography','Text'
Paper Archive recipient	Oxfordshire County Museum Service
Paper Archive ID	OXCMS:2009.43
Paper Contents	'Stratigraphic'
Paper Media available	'Context sheet','Diary','Drawing','Microfilm','Notebook - Excavation',' Research',' General Notes','Photograph','Plan','Report','Section','Unpublished Text'

**Project bibliography 1**

Publication type	Grey literature (unpublished document/manuscript)
Title	College Farm, College Farm Close, Oddington, Oxfordshire, Archaeological Watching Brief Report
Author(s)/Editor(s)	M. Sims
Date	2009
Issuer or publisher	OXFORD ARCHAEOLOGY
Place of issue or publication	OXFORD
Description	A4 plastic bound client report
Entered by	wajdan.majeed (wajdan.majeed@oxfordarch.co.uk)
Entered on	19 August 2010

# OASIS:

Please e-mail English Heritage for OASIS help and advice

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Cite only: /d1/export/home/web/oasis/form/print.cfm for this page

ODDINGTON COLLEGE FARM

ODDCOF09

Box 1 FILE 3

B. PRIMARY CONTACT RECORDS

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No. 978033 Buff



**PDF/A SCAN**

FILMING INSTRUCTIONS

Submitter OASouth  
 No. of Scan copies: 3

Headings

Site information

Line 1: [OASouth] County: [Oxfordshire] Parish:[Oddington]

Site: [Oddington College Farm] Site code: [ODDCOF 09]

Line 2: Excavators name[D. Poore]

Line 3:

Classification of material

Tick if present

Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	<input checked="" type="checkbox"/>
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
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G: Correspondence	
H: Miscellaneous	



# WATCHING BRIEF RECORD

SITE CODE *0DDCOF09*

SITE NAME *College Farm Oddington*

DATE *13/5/09*

NGR

County

Start Time

*08.00*

Finish Time

*11.00*

Milage

Previous Visit

Visit By

*M. Sims*

Type of construction work

*Excavation of footings for extension*

Contacts made

Archaeology present?

Yes:

No:

Undated:

Other:

## COMMENTS

*Approx 2.30m length of 0.8m wide by 0.9m deep footing dug by 360°*

*Old extension demolished, area of original farm yard reduced. Approx 0.2 - 0.3m depth of hardcore + concrete removed*

*Strat same throughout 0.18 - 0.2m Grey brown clay silt modern disturbed ground*

*0.2 - 0.25m Red brown silt clay calcium*


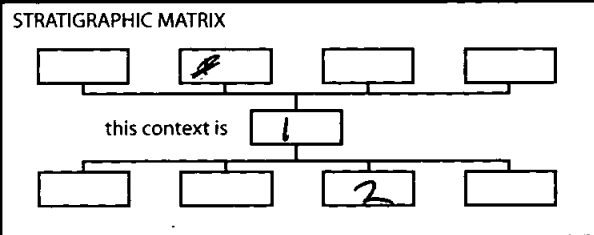
*> 0.5m Fractured oolitic limestone.*

*No significant archaeology observed*

Records? *Plan, Sections, cut, Photos*





		<b>CONTEXT RECORD</b>	Context No. <i>1</i>
SITE <i>DDDCOF 09</i>		ADDITIONAL SHEETS:	TYPE <i>Lager</i>
Trench	Context Type: Deposit / <del>Cut</del> / Structure		Check Lists:
Site sub-div	Overlain by:		DEPOSIT: 1. compaction 2. colour 3. composition 4. inclusion 5. thickness 6. extent 7. comments 8. method & conditions
Structure No.	Abutted by:		
Plan No. <i>1</i>	Cut by:		CUT: 1. shape in plan 2. base/sides/top profile 3. dimension and depth 4. sketch 5. truncation 6. fill nos 7. other comments
	Filled by:		
Section No. <i>1:2</i>	Same as:		MASONRY: 1. materials 2. size of bricks etc 3. finish of stones 4. coursing/bond 5. form 6. faces 7. bond 8. dimensions as found 9. other comments
	Part of:		
Co-Ordinates	Consists of:		
	Overlies: <i>2</i>		
Level	Butts:		
Slide No.	Cuts:		
Neg No.	Fill of:		
Matrix location	Relationships uncertain		
Description (See check lists):		STRATIGRAPHIC MATRIX	
<i>1) Friable</i>			
<i>2) Grey brown</i>			
<i>3) Clay silt loam</i>			
<i>4) CBM no plastic metal</i>			
<i>5) Depth 0.15 - 0.2m</i>			
Interpretation/Discussion <i>Modern disturbed ground</i> <i>Possibly removed in depth when</i> <i>concrete form yard laid.</i>			
<b>Finds (tick):</b> None <input type="checkbox"/> Pot. <input type="checkbox"/> Bone <input type="checkbox"/> Flint <input type="checkbox"/> Stone <input type="checkbox"/> Burnt stone <input type="checkbox"/> Glass <input type="checkbox"/> Metal <input checked="" type="checkbox"/> CBM <input checked="" type="checkbox"/> Wood <input type="checkbox"/> Leather <input type="checkbox"/> Plastic <input checked="" type="checkbox"/>			
<input type="checkbox"/> Small Finds		Recorder <i>[Signature]</i>	
<input type="checkbox"/> Samples		Date	
<input type="checkbox"/> Building Materials		Initials	



# CONTEXT RECORD

Context No.

2

SITE *ODDSOF 09*

ADDITIONAL SHEETS:

TYPE *Layer*

Trench

Context Type: Deposit / Cut / Structure

Check Lists:

Site sub-div

Overlain by: *1*

DEPOSIT:

Structure No.

Abutted by:

1. compaction 2. colour  
3. composition 4. inclusion  
5. thickness 6. extent  
7. comments 8. method & conditions

Plan No.

*1*

Cut by:

Filled by:

Section No.

*1:2*

Same as:

Part of:

CUT:

1. shape in plan  
2. base/sides/top profile  
3. dimension and depth  
4. sketch 5. truncation 6. fill nos 7. other comments

Co-Ordinates

Consists of:

Overlies: *3*

Level

Butts:

MASONRY:

Slide No.

Cuts:

1. materials 2. size of bricks etc  
3. finish of stones 4. coursing/bond 5. form 6. faces  
7. bond 8. dimensions as found  
9. other comments

Neg No.

Fill of:

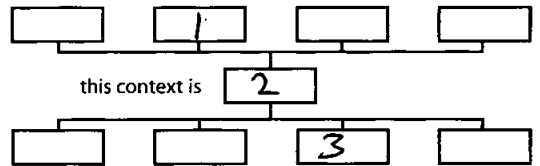
Matrix location

Relationships uncertain

Description (See check lists):

STRATIGRAPHIC MATRIX

- 1) *Terracotta*
- 2) *Red brown*
- 3) *Silt clay*
- 4) *Small sub-angular stone fragments*
- 5) *0.2m - 0.25m*



Interpretation/Discussion

*Probable Colosseum*

Finds (tick): None  Pot  Bone  Flint  Stone  Burnt stone  Glass  Metal   
 CBM  Wood  Leather

 Small FindsRecorder *[Signature]* Samples

Date

 Building Materials

Initials



# CONTEXT RECORD

Context No.

3

SITE *ODDCOF09*

ADDITIONAL SHEETS:

TYPE *Layer*

Trench

Context Type: Deposit / ~~Cut~~ / ~~Structure~~

Check Lists:

Site sub-div

Overlain by: *2*

DEPOSIT:

Structure No.

Abutted by:

1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

Plan No.

*1*

Cut by:

Filled by:

Section No.

*112*

Same as:

Part of:

CUT:

1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

Co-Ordinates

Consists of:

Overlies:

Level

Butts:

MASONRY:

Slide No.

Cuts:

1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form
6. faces
7. bond
8. dimensions as found
9. other comments

Neg No.

Fill of:

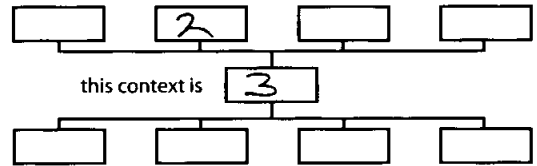
Matrix location

Relationships uncertain

Description (See check lists):

- 1) Compact
- 2) Pale greyish yellow
- 3) Limestone
- 5) Depth > 0.5m

STRATIGRAPHIC MATRIX



Interpretation/Discussion

*Weathered tabular oolitic limestone in clay matrix.*

**Finds** (tick): None  Pot  Bone  Flint  Stone  Burnt stone  Glass  Metal  CBM  Wood  Leather

 Small Finds

 Samples

 Building Materials
Recorder *[Signature]*

Date

Initials

ODDINGTON COLLEGE FARM  
ODDCOF09  
Box 1 FILE 4  
B. CATALOGUE OF DRAWINGS

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No. 978033 Buff



PDF/A SCAN

FILMING INSTRUCTIONS

Submitter OASouth

No. of Scan copies: 3

Headings

Site information

Line 1: [OASouth] County: [Oxfordshire] Parish:[Oddington]

Site: [Oddington College Farm] Site code: [ODDCOF 09]

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Line 3:

Classification of material

Tick if present

Classification of material	Tick if present
Index to archive	
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A:Publication Report	
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B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	<input checked="" type="checkbox"/>
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
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ODDINGTON COLLEGE FARM  
ODDCOF09

Box 1 FILE 5

B. PRIMARY DRAWINGS

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No. 978033 Buff



PDF/A SCAN

FILMING INSTRUCTIONS

Submitter OASouth

No. of Scan copies: 3

Headings

Site information

Line 1: [OASouth] County: [Oxfordshire] Parish:[Oddington]

Site: [Oddington College Farm] Site code: [ODDCOF 09]

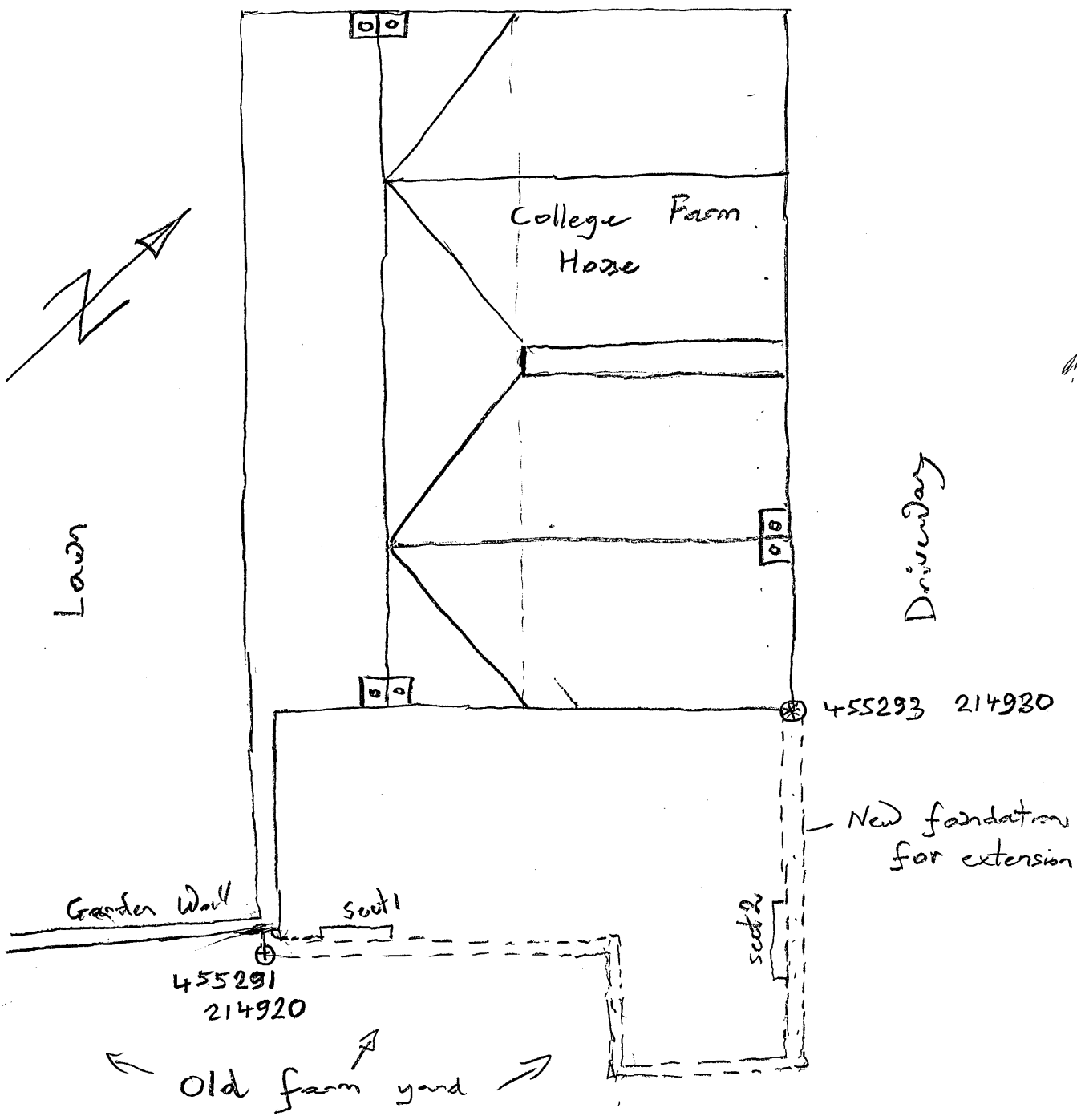
Line 2: Excavators name[D. Poore]

Line 3:

Classification of material

Tick if present

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
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B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	<input checked="" type="checkbox"/>
B: Site Data – Text: Synthesised Drawings	
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E: Environmental/Ecofact Data: Specialist Reports	
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ODDCOF 08

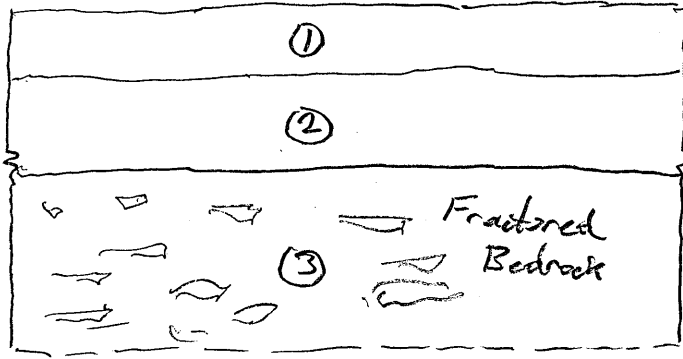
Plan 1 Extent of excavations

Scale 1:100

MS 13/5/09

Stable block

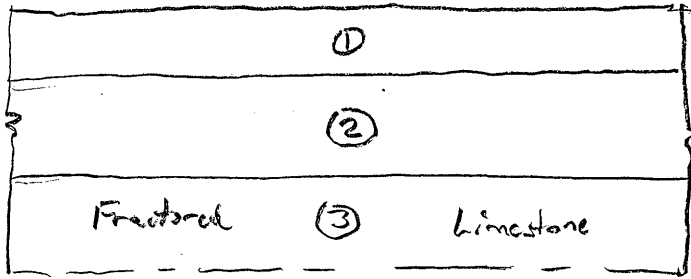
SW  $\pi$



$\frac{66.35m}{\pi}$  NE

ODDCOF 09  
Section 1  
Scale 1:20

SE  $\pi$



$\frac{66.26m}{\pi}$  NW

ODDCOF 09  
Section 2  
Scale 1:20

ODDINGTON COLLEGE FARM  
ODDCOF09

Box 1 FILE 6

D. CATALOGUE OF PHOTOGRAPHS

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No. 978033 Buff



**PDFA SCAN**

FILMING INSTRUCTIONS

Submitter OASouth

No. of Scan copies: 3

Headings

Site information

Line 1: [OASouth] County: [Oxfordshire] Parish:[Oddington]

Site: [Oddington College Farm] Site code: [ODDCOF 09]

Line 2: Excavators name[D. Poore]

Line 3:

Classification of material

Tick if present

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	✓
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	



# PHOTOGRAPHIC RECORD SHEET

SITE CODE *ODDCOF 09*

SITE NAME *College Farm Oddington*

FILM NO. *1*

Camera number

Lens number

Black & white / ~~colour~~

Date	Negative number	View	Context(s)	Initials
	0			
	1	NW	Section 1	<i>ms</i>
	2	NW	" "	
	3	NW	" "	
	4	NE	Post-ex view of trench	
	5	NE	" "	
	6	NE	" "	
	7	NW	P. Overall view of site (post-ex)	
	8	NW	" "	
	9	NW	" "	
	10	<del>NW</del> SW	Section 2	
	11	SW	" "	
	12	SW	" "	
	13		ODDCOF 09 I.D. shot.	
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	37			



# PHOTOGRAPHIC RECORD SHEET

SITE CODE *ODDCOF 09*

SITE NAME *College Farm Oddington*

FILM NO. *1*

Camera number

Lens number

~~Black & white~~ / colour

Date	Negative number	View	Context(s)	Initials
	0			
	1		<i>ODDCOF 09 ID. shot</i>	
	2	<i>NW</i>	<i>Section 1</i>	
	3	<i>NW</i>	<i>Section 1</i>	
	4	<i>NW</i>	<i>Section 1</i>	
	5	<i>NE</i>	<i>Post ex view of trenching</i>	
	6	<i>NE</i>	<i>1 4 1 7 1</i>	
	7	<i>NE</i>	<i>1 1 1 1 3</i>	
	8	<i>NW</i>	<i>Overall view of trenching</i>	
	9	<i>NW</i>	<i>1 2 4 4</i>	
	10	<i>NW</i>	<i>1 1 1 1</i>	
	11	<i>SW</i>	<i>Section 2</i>	
	12	<i>SW</i>	<i>Section 2</i>	
	13	<i>SW</i>	<i>Section 2.</i>	
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	37			



# DIGITAL PHOTOGRAPHIC RECORD SHEET

Oxford Archaeology Oxford Archaeology Janus  
House Osney Mead Oxford, OX2 0ES

Site code <b>ODDCOF 09</b>		Site name <b>College Farm, Oddington, Oxfordshire</b>		Camera number <b>Sheet 1</b>			
View No.	Photo No.	Context No. Description (Add context numbers where applicable)	Geo-Ref Photo	Object Photo	Scale (m)	View to	Initials and date
1	Picture 000.jpg	ODDCOF 09 ID Shot					ms
2	Picture 001.jpg	Pre-ex view of yard				SW	ms
3	Picture 002.jpg	Pre-ex view of yard				SW	ms
4	Picture 003.jpg	Pre-ex view of house				NW	ms
5	Picture 004.jpg	Pre-ex view of house				NW	ms
6	Picture 005.jpg	Pre-ex view of house				NW	ms
7	Picture 006.jpg	Section 1			1 m	NW	ms
8	Picture 007.jpg	Section 1			1 m	NW	ms
9	Picture 008.jpg	Post-ex view of trench			1 m	NE	ms
10	Picture 009.jpg	Post-ex view of trench			1 m	NE	ms
11	Picture 010.jpg	Post-ex view of trench			1 m	NW	ms
12	Picture 011.jpg	Post-ex view of trench			1 m	NW	ms
13	Picture 012.jpg	Section 2			1 m	SW	ms
14	Picture 013.jpg	Section 2			1 m	SW	ms
15	Picture 014.jpg	Post-ex overall view			1 m	SW	ms
16	Picture 015.jpg	Post-ex overall view			1 m	SW	ms
17	Picture 016.jpg	College Farm House				NE	ms
18	Picture 017.jpg	College Farm House				NE	ms