

Site/Project Name: **Woodcote Olga Mawforth House**

Site Code: **WOOLMA 09**

Site/Project Type: **Evaluation**

Year(s): **2009**

Accession Number: **OXCMS:2009.96**

Record Group	Contents	Comments	Box/File Number
	<b>INTRODUCTION</b> Design brief for archaeological field evaluation Written scheme of investigation	5 sheets 6 sheets	Box 1 file 1
A	<b>REPORT</b> Archaeological evaluation report OASIS report print out	V:\nicky.scott\OAU\WS\PDF REPORTS.woolma09.pdfA 3 sheets	Box 1 file 2
B	<b>SITE DIARY</b> Daily journal	3 sheets	Box 1 file 3
B	<b>PRIMARY CONTEXT DATA</b> Tr. 1 Trench record sheet Tr. 2 Trench record sheet & context record sheets 202 – 203 Trench record sheet 3, 4 & 5 Tr. 6 Trench record sheet & context record sheets 604 – 605 Tr. 7 Trench record sheet & context record sheets 702 – 703 Tr. 8 Trench record sheet	1 sheet 3 sheets 3 sheets 3 sheets 3 sheets 1 sheet	Box 1 file 4
B	<b>CATALOGUE OF DRAWINGS</b> Plan record sheet Section record sheet	1 sheet 1 sheet	Box 1 file 5
B	<b>PRIMARY DRAWINGS</b> Plans Sections	4 A4 sheets 6 A4 sheets	Box 1 file 6
D	<b>CATALOGUE OF PHOTOGRAPHS</b> Black & White photographic record sheet Colour slides record sheet Digital photographic record sheet (original) Digital photographic record sheet (final)	1 sheet 1 sheet 1 sheet 1 sheet	Box 1 file 7

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 0ES

PART 1 FILMING INSTRUCTIONS

Submitter: OA

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PART 2 TITLE/HEADINGS

Site Information:

Line 1: [OA] County: [OXFORDSHIRE] Parish: [Woodcote ]

Site: [Woodcote Olga Mawforth House ]

Site identifier/accession code may be included WOOLMA09

Line 2: Fieldworker/Excavator's Name [ S. Lawrence ]

Line 3:

Classification of Material:

Tick if Present

Index to Archive	<input checked="" type="checkbox"/>
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	

WOODCOTE OLGA MAWFORTH HOUSE  
WOOLMA 09

Box 1 FILE 1

• INTRODUCTION

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**Olga Mowforth House, Folly Orchard Road & The Folly, South Stoke Road,  
Woodcote**

**Design Brief for Archaeological Field Evaluation**

**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 evaluation. The first 4 sections of this brief deal specifically with this particular case. Annex 1-5 provides the archaeological contractor with a procedural framework outlining general good practice and requirements pertaining to all archaeological evaluation projects carried out in Oxfordshire.
- 1.2 The site of proposed development is located in an area of archaeological potential south of the Medieval Church and within the core of the medieval village. As such a pre determination field evaluation has been requested. This brief forms our requirements for the archaeological field evaluation.
- 1.3 The evaluation will aim to establish the presence/absence, extent, condition, character and date of any archaeological deposits within the area affected by invasive development. This evidence will form the basis of any proposals for appropriate mitigation measures that may seek to limit the damage to significant archaeological deposits, and should aim to define any research priorities that may be relevant should further investigation be required. The evaluation will include any post-excavation work and publication requirements resulting from it.

**2. BACKGROUND:**

**2.1 Site Location and Description**

- 2.1.1 The site of the proposed development is located on the Southern side of South Stoke Road in the centre of the village (SU 6432 8201). The site lies at approximately 163m OD and the underlying geology is shown as Clay with Flints and sand and gravels. The site is currently in use as a garden and has some areas of tree planting.

**2.2 Planning Background**

- 2.2.1 Planning permission has been sought for the construction of 12 older persons flats to replace Olga Mowforth House along with the construction of 10 houses and 16 flats with associated parking (P09/E0991). The archaeological field evaluation has been required prior to determination of the application because of the considerable potential for the presence of archaeological remains. This is in accordance with PPG16 and South Oxfordshire District Council Local Plan policies.

**2.3 Archaeological Background**

2.3.1 The area concerned lies within an area of some archaeological interest located 100m south of the medieval church of St Leonard's (PRN 3936)(SU 6437 8215). The Church dates to the C12th but was rebuilt on its existing foundations in 1846. This would have formed the focus of the medieval settlement. A listed C17th farmhouse, Church Farm, is located 180m NE of the site. The layout of the village has changed considerably over time and the Davis Map of 1794 shows a NE – SW road running through the application area with a number of houses located on either side. The date of these buildings is unknown as is the date of the road but it is likely that they date from the C17th or earlier and could be the last remnants of the medieval settlement. Their exact location cannot be accurately defined based on the Davis map but are within the area of the site and so this development has the potential to encounter the remains of these houses as well as other deposits related to the medieval development of the village.

### **3. REQUIREMENT FOR WORK:**

3.1 This field evaluation has been required in accordance with PPG16 because of the presence of known sites of archaeological interest within the immediate vicinity of the development. Should important archaeological remains be revealed, this evaluation will form the first stage of a mitigation procedure.

3.2 The evaluation should aim to gather sufficient information to establish the presence/absence, extent, condition, character, quality and date of any archaeological deposits within those areas affected. The evaluation report produced will present a digest of information on the character and significance of the deposits under review and this report will form the basis of any proposals for appropriate further action. The evaluation should also aim to define any research priorities that may be relevant should further field investigation be required.

3.3 Any mitigation resulting from the evaluation report will seek to limit the damage to significant archaeological deposits. The developer will be responsible for accommodating the archaeological remains by:-

a) Physical preservation in situ, which can often be achieved through design adaptations, or, if this is not possible;

b) By preserving the archaeology on record through a full recording action. Less significant archaeological deposits may be dealt with through a monitoring and recording exercise carried out during the construction programme.

### **4. SPECIFIC REQUIREMENTS FOR THIS EVALUATION:**

4.1 A trenching sample equivalent to six 30m x 1.6m trenches will be undertaken across the site in order to investigate the building footprints of the new development. The trench layout will be agreed prior to the commencement of the evaluation. Provision should be made for taking environmental/organic samples.

4.2 The excavation under the supervision of a competent archaeologist, is to be taken down to the top of 'natural' or the top of any significant archaeological level, whichever is the higher. While the surface of the exposed archaeological horizon should be cleaned for the purpose of clarifying the remains, archaeological features

should generally only be sampled sufficiently to characterise and date them. Full excavation of features should not be undertaken at this stage. Care should be taken not to damage archaeological deposits through excessive use of mechanical excavation.

Richard Oram  
Planning Archaeologist  
County Archaeological Services

23<sup>rd</sup> October 2009

## **ANNEX 1**

### **PROJECT METHODOLOGY AND DATA COLLECTION - FIELD EVALUATION**

1. The project shall be under the control of a qualified archaeologist who should preferably be a member of the Institute of Field Archaeologists registered with an appropriate area of competence.
2. The strategy should include proposals to carry out a desk-based Assessment of existing information including County Sites and Monuments Record data, any previous published fieldwork records, historic maps and aerial photographs.
3. Include an agreed list of specialist consultants who might be required to conserve and/or report on finds and advise, or report on, other aspects of the investigation. An agreed allowance should be made for their fees.
4. The whole range of investigative/recording techniques should be considered. These should be presented and, if discounted, a supporting statement should provide an explanation.
5. A plan at an appropriate scale showing the proposed location and extent of survey works/trenches/test pits etc. should be supplied. An indication of whether trenches will be machine or hand dug should be given.
6. When machine-opened trial trenches are employed:
  - a) An appropriate machine must be used, with an appropriate bucket, usually a wide toothless ditching blade. Choice should be influenced by prevailing site conditions, and the machine must be able to carry out a clean job.
  - b) All machine work must be carried out under the direct supervision of an archaeologist.
  - c) All topsoil or recent overburden must be removed down to the first significant archaeological horizon in successive level spits. The continued use of machinery beyond this point should only take place when specifically agreed with the planning archaeologist as necessary for the particular type of evaluation.
  - d) The top of the first significant archaeological horizon may be cleared by the machine, but must then be cleaned by hand and inspected for features.
7. Sufficient of the archaeological features and deposits identified must be excavated by hand through a specified or agreed sampling procedure to enable their date, nature, extent and condition to be described. No archaeological deposits should be entirely removed unless this is unavoidable. It is not necessarily expected that all trial trenches will be fully excavated to natural subsoil, but the depth of archaeological deposits across the whole site must be assessed. The stratigraphy of all trial trenches should be recorded even where



no archaeological deposits have been identified. Spoil heaps shall be monitored to allow analysis of the spatial distribution of artefacts.

8. All excavation, either by machine and by hand, must be undertaken with a view to avoiding damage to any archaeological features or deposits, which appear to be worthy of preservation in situ.
9. Any human remains, which are encountered, must initially be left in situ. If removal is necessary this must comply with relevant Home Office regulations.

## **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 commencement of work.

## **ANNEX 3**

### **POST EXCAVATION AND REPORTING REQUIREMENTS:**

1. The post excavation work should include the processing and primary research, analysis and investigative conservation necessary to prepare the site archive for preservation in a usable form and to produce a full report for publication. Incorporate provision for the long term storage of both finds and site archive with the County Museums Service. On completion of the fieldwork the site archive will be prepared in the format agreed with the Oxfordshire County Museum Service, who should be consulted at this stage concerning their requirements.
2. For most evaluation projects the preparation of the report should be relatively simple following on directly from the fieldwork and achieved within a standard format. Details of styles and format are to be determined by the Unit. In any event, the report should include as a minimum:
  - a) a plan(s), at an appropriate scale, showing trench layout (as dug) and features located;
  - b) a table summarising any descriptive text showing, per trench, the features, classes and numbers of artefacts located and their interpretation;
  - c) a reconsideration of the methodology used, i.e. a confidence rating;

- d) a plan, at an appropriate scale, showing both actual and, where possible, predicted archaeological deposits; and
- e) a consideration of the archaeological evidence from within the site set in its broader landscape setting.
- f) The report should not give an opinion on whether preservation or investigation is considered appropriate. (However, the client may wish to commission separately a Unit's opinion on an appropriate treatment of the archaeological resource.)

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 2<sup>nd</sup> edition 1991 (MAP2) should be followed for immediate post-field archive preparation and initial assessment. Agreement should then be reached, in collaboration with the CAO, about what aspects need to be taken forward to provide a report in the required format containing the information needed for planning purposes.

## **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.

## **ANNEX 5**

### **PUBLICATION AND DISSEMINATION:**

1. A digital copy of the summary report (either in pdf or .doc format) shall be supplied to the office of the County Archaeological Officer; for verification and assessment by the CAO or his representative; A second paper copy is 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).
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 & Economy**

#### **COUNTY MUSEUM AND ARCHIVE STORE**

Witney Road, Standlake, Oxon OX8 7QG

<b>Archaeological Curator:</b>	<b>Dr Lauren Gilmour</b>	-	01865 300716
<b>Head of Conservation:</b>	<b>Christiane Jeuckens</b>	-	01865 300937
<b>Conservation Laboratory:</b>		-	01865 300937

#### **COUNTY ARCHAEOLOGICAL SERVICES CONTACTS: Address on our letters DEVELOPMENT CONTROL**

**County Archaeological Officer: Paul Smith**

**Tel: 01865 810115 Email: [paul.smith@oxfordshire.gov.uk](mailto:paul.smith@oxfordshire.gov.uk)**

Responsible for archaeological planning matters relating to: South Oxfordshire District Council, Oxford City (OCC Sites), Highways cases countywide.

**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, Vale District Council. Minerals applications; Thames Water plc Countywide.

**Planning Archaeologist: Richard Oram**

**01865 810185 Email: [richard.oram@oxfordshire.gov.uk](mailto:richard.oram@oxfordshire.gov.uk)**

Responsible for archaeological planning matters relating to: Cherwell District Council and South Oxfordshire District Council

*(All other dealings with national and regional bodies/utility Companies are shared between Paul Smith, Hugh Coddington, Richard Oram on a 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 access to the SMR.

**OLGA MOWFORTH HOUSE, SOUTH STOKE ROAD, WOODCOTE**  
NGR: SU 6432 8201

**Written Scheme of Investigation  
for an Archaeological Evaluation**

**1 Introduction**

- 1.1.1 Planning permission is to be sought by Builders Ede Ltd from South Oxfordshire District Council for the construction of 12 older persons flats to replace Olga Mowforth House, along with the construction of 10 houses and 16 flats with associated parking.
- 1.1.2 Due to the potential presence of archaeological features a predetermination archaeological evaluation is required. This is in accordance with PPG16 and Local Plan policies.
- 1.1.3 This Written Scheme of Investigation (WSI) details how Oxford Archaeology (OA), who have been instructed by Builders Ede Ltd, will implement the requirements of the Oxfordshire County Archaeological Service (OCAS) brief prepared by the County Planning Archaeologist, Richard Oram. The first part of this WSI is site specific while the appendices detail general OA standards and procedures.

**2 Location**

- 2.1.1 The proposed development site lies on the southern side of South Stoke Road in the centre of the village of Woodcote. The site is situated at approximately 163 m OD and the underlying geology is Clay with Flints and sand and gravels.

**3 Archaeological Background**

- 3.1.1 The background to the site as presented in the brief (OCAS 2009) is reproduced below.
- 3.1.2 The area concerned lies within an area of some archaeological interest located 100 m south of the medieval church of St Leonards (PRN 3936, SU 6437 8215). The church dates to the C12th but was rebuilt on its existing foundations in 1846. This would have formed the focus of the medieval settlement. A listed C17th farmhouse, Church Farm, is located 180 m NE of the site.
- 3.1.3 The layout of the village has changed considerably over time and the Davis map of 1794 shows a NE-SW aligned road running through the application

area with a number of houses located on either side. The date of these buildings is unknown, as is the date of the road, but it is likely that they date from the C17th or earlier and could be the last remnants of the medieval settlement. Their exact location cannot be accurately defined based on the Davis map but are within the area of the site and so this development has the potential to encounter the remains of these houses as well as other deposits relating to the medieval development of the village.

#### **4 Aims**

- To establish the presence/absence of archaeological remains within the proposal area and to determine the extent, condition, nature, character, quality and date of any archaeological remains present.
- To establish the ecofactual and environmental potential of archaeological deposits and features.
- To establish the need for any mitigation strategy.
- To make available the results of the investigation.

#### **5 Methodology**

- 5.1.1 The proposed development comprises area occupies c.1.17 hectares. The evaluation will comprise approximately 288 m<sup>2</sup> of trench by area or approximately 180 m of linear trench at 1.6 m wide. A trench layout proposal accompanies this WSI and has been compiled to present best coverage of the new build plans within the constraints of the existing physical barriers, tree cover and Tree Protection Orders. Minor adjustments may be made to trench locations to avoid obstructions. OA will inform the Planning Archaeologist of any variations and the final trench layout will be discussed and agreed on site to provide a satisfactory coverage to fulfil the requirements of the brief.
- 5.1.2 Work will be undertaken in accordance with this WSI, the Brief and OA's standard methodology for evaluations outlined in OA standard Appendix 2.
- 5.1.3 Excavation will be undertaken by a 13 tonne mechanical excavator fitted with a toothless bucket operating under direct archaeological supervision. Excavation shall proceed to the natural geology or the top of the first archaeological horizon dependent upon whichever is encountered first.
- 5.1.4 Archaeological features will be sampled sufficiently to characterise and date them. Full excavation will not be undertaken at this stage unless the importance and fragility of the remains dictate this. Care will be taken not to damage archaeological deposits through excessive use of mechanical excavation.
- 5.1.5 Archaeological features will be hand sampled and issued with unique context

numbers. Context recording will be in accordance with established OA practices (OA Field Manual, 1992). All contexts, and any small finds and samples from them will be allocated unique numbers. Bulk finds will be collected by context.

- 5.1.6 Site plans will be drawn at an appropriate scale (normally 1:50 or 1:100) with larger scale plans of features as necessary. Trench plans will normally be drawn at a scale of 1:100 or at a larger scale if complex deposits are present. Section drawings of features and sample sections of trenches will be drawn at a scale of 1:20.
- 5.1.7 A black and white and digital 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 development.
- 5.1.8 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.
- 5.1.9 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, planned and left in-situ.
- 5.1.10 Deposits deemed to be of potential environmental significance will be appropriately sampled and analysed for environmental and economic indicators.
- 5.1.11 The project will be carried out by a suitably qualified OA supervisor, under the overall direction of Senior Project Manager (Steve Lawrence), and the OA Head of Fieldwork (Dan Poore). It is anticipated that the fieldwork will commence 16th November 2009 and be completed within one working week.
- 5.1.12 The evaluation will be monitored by Richard Oram (Planning Archaeologist) for OCAS.

## **6 Report and archive preparation**

- 6.1.1 A report will be completed within four weeks of the end of on-site work. The report will be compiled to OA standards as outlined in Appendix 8 and the guidelines detailed in Annexes 3 and 5 of the Brief.
- 6.1.2 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 following the guidelines detailed in Annex 4 of the Brief.

## 7 Health and safety

- 7.1.1 All OA project fieldwork is undertaken in accordance with all relevant current Health and Safety Legislation. This includes in particular the following regulations (the list is not intended to be exhaustive):

*Health and Safety at Work Act 1974*  
*Construction (Design and management) Regulations 2007*  
*The management of Health and Safety at Work Regulations 1992*  
*Personal Protective Equipment at Work Regulations 1992*  
*Work Equipment Regulations 1992*  
*Manual Handling Operations Regulations 1992*  
*Workplace (Health, Safety and Welfare) Regulations 1992*

- 7.2 OA has its own Health and Safety Policy. The Chief Operations Officer is ultimately responsible under the terms of the Health and Safety Act (1974) for ensuring the safety of employees. He must know the broad requirements of relevant legislation; attend meetings of OA Health and Safety Committee; ensure that responsibility for health and safety is properly assigned and accepted at all levels. The Chief Operations Officer is Bob Williams.
- 7.3 OA's independent Health and Safety Consultants are Safety Services Ltd, Stanton Harcourt, Oxon, who are consulted with regard to matters such as deep trenching, shoring and working in confined spaces.
- 7.4 Prior to the project a pro-forma OA Health and Safety Risk Assessment is produced by the project manager/supervisor and passed to the OA Safety Co-ordinator for approval. The Project Manager/Supervisor ensures that the following information is available to the excavation team, a copy of the HSE poster 'Health and Safety Law - What You should Know'; a copy of the Safety Plan and Risk Assessment; Emergency Information Sheet giving details of nearest hospital etc; location of an accident book.

## 8 Standards and conditions

- 8.1 Arrangements for monitoring, reporting, professional and safety standards are dealt with in OA's standard appendices. Appendices No's 2, 8 and 11 are relevant.



## 9 OA Standard Appendices 2, 8 and 11

### 2 MACHINE EXCAVATED TRENCHES

- 2.1. A visual inspection of the entire site will be undertaken. This will include the examination of any available exposures (e.g. recently cut field ditches and geological test pits).
- 2.2. An appropriate mechanical excavator will be used for machine excavated trenches. This will normally be a JCB 3CX Sitemaster or 360° tracked excavator with a 5' or 6' wide toothless bucket. For work with restricted access or working room a mini excavator such as a Kubota KH 90 will be used.
- 2.3. All machining will be undertaken under direct archaeological supervision.
- 2.4. All undifferentiated topsoil or overburden of recent origin will be removed down to the first significant archaeological horizon, in successive, level spits.
- 2.5. Following machine clearance, all faces of the trench that require examination or recording will be cleaned using appropriate hand tools.
- 2.6. Spoil heaps will be monitored in order to recover artefacts to assist in the analysis of the spatial distribution of artefacts. Modern artefacts will be noted but not retained.
- 2.7. All investigation of archaeological levels will be by hand, with cleaning, examination and recording both in plan and section.
- 2.8. Within significant archaeological levels a minimum number of features required to meet the aims will be hand excavated. Pits and postholes will be subject to a 50% sample by volume. Linear features will be sectioned; following discussions with the County Archaeological Officer, up to 20% of the visible extent of the feature will be sampled. All intersections and terminii will be investigated. Features not suited to excavation within narrow trenches will not be sampled. No archaeological deposits will be entirely removed unless this is unavoidable. It is not necessarily the intention that all trial trenches will be fully excavated to natural stratigraphy, but the depth of archaeological deposits across the entire site will be assessed. The stratigraphy of all evaluation trenches will be recorded even where no archaeological deposits have been identified.
- 2.9. Any excavation, both by machine and by hand, will be undertaken with a view to avoiding damage to any archaeological features or deposits, which appear to be worthy of preservation *in situ*.
- 2.10. Different environmental sampling strategies may be employed according to established research targets and the perceived importance of the strata under investigation. The sampling strategy will remain open to discussion between OA, the County Archaeological Officer and the English Heritage Regional Advisor on Archaeological Science. The English Heritage document "Model Clauses on Archaeological Science for Briefs and Specifications" (December 2000) will also be used when forming the sampling strategy. Bulk samples, a minimum of 10 litres, but up to 40 litres if possible for early prehistoric features will be taken for flotation for charred plant remains. Bulk samples will be taken from any waterlogged deposits present for macroscopic plant remains. Columns for pollen analysis will be taken if appropriate. Mollusc samples will be collected if present. Other bulk samples for small animal bones and other small artefacts may be taken from appropriate contexts.
- 2.11. Any finds of human remains will be left in-situ, covered and protected and the coroner informed. If removal is essential it will only take place under appropriate Ministry of Justice licence, section 25 of the Burial Act 1857 and local environmental health regulations, and if appropriate in compliance with the Disused Burial Grounds (Amendment) Act 1981.

- 2.12 All finds of gold and silver will be removed to a safe place and reported to the local Coroner according to the procedures relating to Treasure Act, 1996. Where removal can not be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft.
- 2.13 OA welcomes monitoring visits by the local authorities' archaeological representatives. Timetables of the on-site work will be provided in order that visits can be made at appropriate times.
- 2.14 After recording, the trenches will be backfilled with excavated material, but will otherwise not be reinstated.

#### RECORDING

- 2.15 **Contexts**
- If less than ten trenches are to be recorded, a block of numbers, in a continuous sequence will be allocated to each trench.
  - If more than ten trenches are to be recorded, a continuous unique numbering system will operate within each trench only.
  - Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements.
  - Where stratified deposits are encountered a Harris matrix will be compiled during the course of the excavation.
- 2.16 **Plans**
- These will normally drawn at 1:100 for negative trenches, or 1:50 for trenches containing archaeological remains, and on urban or deeply stratified sites a scale of 1:50 or 1:20 will normally be used. Detailed plans will be at an appropriate scale. Burials will be drawn at scale 1:10. O.D. levels will be taken for each trench and their values transferred to the plan.
  - The site grid will be accurately tied into the National Grid and located on the 1:2500 or 1:1250 map of the area.
  - A register of plans will be kept.
- 2.17 **Sections**
- Long sections of trenches showing layers will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:20.
  - A register of sections will be kept.
  - Generally all sections will be tied in to Ordnance Datum. The exception to this is where the proposal for the site is mineral extraction where depth in relation to the development proposals is irrelevant. In these cases only some significant sections will be tied in to OD.
- 2.18 **Photography**
- A full black and white and digital 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.
  - Photographs will be recorded on OA Photographic Record Sheets.
- 2.19 All recording will be undertaken in accordance with the requirements of the OA Field Manual (ed. D Wilkinson 1992).

#### FINDS

- 2.20 All identified finds and artefacts 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. However, no finds will be discarded without the prior approval of the nominated

representative of the local authority and the receiving Museum. All appropriate ironwork will be X-rayed.

- 2.21 The pottery and other relevant artefacts will be scanned to assess the date range of the assemblage.
- 2.22 All finds and samples will be treated in a proper manner and to standards agreed in advance with the approved recipient museum. These will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in UKIC's "Conservation Guidelines No. 2".
- 2.23 The level of artefact analysis will be sufficient to establish date ranges of archaeological deposits, a general assessment of the types of pottery and other artefacts to assist in characterising the archaeology, and to establish the potential for all categories of artefacts should further archaeological work be necessary.
- 2.24 At the beginning of a project, the local relevant museum and the landowner will be contacted regarding the preparation and deposition of the archive and finds.
- 2.25 Environmental samples, if appropriate will be processed and scanned using appropriate specialists.

## 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 both within the site and within 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. 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 1992, The Construction Design and Management regulations 2007*, the OA Health and Safety Policy, and any main contractors 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 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) or 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

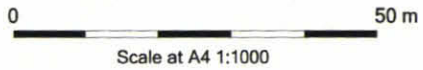
- 11.8 Oxford Archaeology will retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide an exclusive licence to the client in all matters directly relating to the project as described in the Written Scheme of Investigation.
- 11.09 OA will advise the client of any such materials supplied in the course of projects which are not OA's copyright.
- 11.10 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

- 11.11 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.
- 11.12 OA is a member of the Institute of Environmental Assessment, the Council for British Archaeology, and the Institute of Archaeologists.



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Mowforth House, Woodcote  
 Draft evaluation trench layout  
 10/11/09

WOODCOTE OLGA MAWFORTH HOUSE  
WOOLMA09

Box 1 FILE 2

A. REPORT

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2.0ES

PART 1 FILMING INSTRUCTIONS

Submitter: OA

No. of Diazo Copies: 3

PART 2 TITLE/HEADINGS

Site Information:

Line 1: [OA] County: [OXFORDSHIRE] Parish: [Woodcote ]

Site: [Woodcote Olga Mawforth House ]

Site identifier/accession code may be included WOOLMA09

Line 2: Fieldworker/Excavator's Name [ S. Lawrance ]

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	<input checked="" type="checkbox"/>
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	
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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: oxfordar1-78926**

## Project details

Project name	Woodcote Olga Mawforth House
Short description of the project	In November 2009 Oxford Archaeology undertook an archaeological evaluation at Olga Mowforth House, Folly Orchard Road, Woodcote (NGR: SU 643 820) on behalf of Builders Ede Ltd. This was undertaken to inform the determination of the planning application by South Oxfordshire District Council. Six evaluation trenches were excavated within the constraints of the existing physical barriers, tree cover and tree protection orders. With the exception of a single undated posthole and a treehole or planting pit, the evaluation did not encounter any archaeological remains. All trenches revealed a deep accumulation of cultivated soil averaging in excess of 0.5 m suggesting that significant truncation, removing any potential remains, may have occurred across the site in the post-medieval period.
Project dates	Start: 18-11-2009 End: 20-11-2009
Previous/future work	Not known / Not known
Any associated project reference codes	WOOLMA 09 - Sitecode
Any associated project reference codes	OXCMS:2009.96 - Museum accession.ID
Type of project	Field evaluation
Site status	None
Current Land use	Residential 1 - General Residential
Monument type	NONE None
Significant Finds	NONE None
Methods & techniques	'Targeted Trenches'
Development type	Urban residential (e.g. flats, houses, etc.)
Prompt	Direction from Local Planning Authority - PPG16
Position in the planning process	Pre-application

**Project location**

Country England  
 Site location OXFORDSHIRE SOUTH OXFORDSHIRE WOODCOTE Olga Mowforth House  
 Folly Orchard Road Woodcote Oxfordshire, Archaeological Evaluation  
 Report  
 Study area 1.17 Hectares  
 Site coordinates SU 643 820 51.5327601457 -1.072894136120 51 31 57 N 001 04 22 W Point

**Project creators**

Name of Organisation Oxford Archaeology  
 Project brief originator Oxford County archaeological officer  
 Project design originator Oxford Archaeology  
 Project director/manager S. Lawrence  
 Project supervisor J. Gruszczynski

**Project archives**

Physical Archive Exists? No  
 Digital Archive recipient Oxford Archaeology  
 Digital Archive ID WOOLMA 09/WOOLMAEV  
 Digital Contents 'Stratigraphic'  
 Digital Media available 'Images raster / digital photography', 'Text'  
 Paper Archive recipient Oxfordshire County Museum Service  
 Paper Archive ID OXCMS:2009.96  
 Paper Contents 'Stratigraphic'  
 Paper Media available 'Context sheet', 'Microfilm', 'Notebook - Excavation', 'Research', 'General Notes', 'Photograph', 'Plan', 'Report', 'Section', 'Unpublished Text'

**Project bibliography 1**

Publication type Grey literature (unpublished document/manuscript)  
 Title Olga Mowforth House Folly Orchard Road Woodcote Oxfordshire, Archaeological Evaluation Report  
 Author(s)/Editor(s) J. Gruszczynski  
 Date 2010  
 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 1 July 2010

## OASIS:

Please e-mail English Heritage for OASIS help and advice

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

WOODCOTE OLGA MAWFORTH HOUSE

WOOLMA 9

BOOK 1 FILE 3

B. DIARY / FIELD NOTES --

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 0ES

**PART 1 FILMING INSTRUCTIONS**

Submitter: OA  
 No. of Diazo Copies: 3

**PART 2 TITLE/HEADINGS**

Site Information:  
 Line 1: [OA] County: [OXFORDSHIRE] Parish: [Woodcote ]  
 Site: [Woodcote Olga Mawforth House ]  
 Site identifier/accession code may be included WOOD MA09  
 Line 2: Fieldworker/Excavator's Name [ S. Lawrence ]  
 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	<input checked="" type="checkbox"/>
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E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	



# DAILY JOURNAL

WED.

SITE CODE WOOLMA09

SITE NAME OLGA MOWFORTH PVTAC

DATE 18/11/09

Project Manager  
S. LAWRENCE

Visitors

Weather  
OVERCAST

Area stripped by plant: 148 m<sup>2</sup>

Plant type 360-4t

### Task descriptions:

Enter the number of staff days in increments of 0.5 (half) days for each of the tasks used during the day. If task 07 or 08 is used please describe the task done.

Task number and description	Staff days	Task number and description	Staff days
01 General supervision/management	0.5	02 Surface cleaning	
03 Planning		04 Surveying/levelling	
05 Excavation/recording	1	06 Machine supervision	0.5
07 Other		08 Other	

Standing time: list numbers of hours for each member of staff and give full details

Name	Details
	ARRIVED ON SITE 8 <sup>00</sup> , CONTACTED CONTRACTOR
	TRENCH SET UP.
	MACHINE ARRIVED 9 <sup>45</sup> → MACHINING STARTED 10 <sup>00</sup>
JACEK G.	- GENERAL; MACHINE SUPERVISION
M. GIBSON	- CAT SCAN OF MARKED AREAS
	- CLEANING / RECORDING / EXCAV.
	FINISHED 16 <sup>30</sup> ; IN THE VMT 17 <sup>30</sup>

Comments (continue on reverse if necessary)



# DAILY JOURNAL

THUR

SITE CODE WOOLMADON

SITE NAME OLGA MOWORTH EVAL

DATE 19/11/04

Project Manager  
S LAWRENCE

Visitors  
/

Weather  
OVERCAST  
SUN SPELLS

Area stripped by plant: 98.....m<sup>2</sup> + 25 = 123m<sup>2</sup> Plant type 360-4x

### Task descriptions:

Enter the number of staff days in increments of 0.5 (half) days for each of the tasks used during the day. If task 07 or 08 is used please describe the task done.

Task number and description	Staff days	Task number and description	Staff days
01 General supervision/management		02 Surface cleaning	
03 Planning		04 Surveying/levelling	
05 Excavation/recording	<u>1.5</u>	06 Machine supervision	<u>0.5</u>
07 Other		08 Other	

Standing time: list numbers of hours for each member of staff and give full details

Name	Details
<u>Jacek G.</u>	<u>- GENERAL, MACHINING - STARTED 9<sup>00</sup> AS THE SITE ENTRANCE BLOKED BY LOCALS</u>
	<u>- RECORDING</u>
<u>Mark G.</u>	<u>- RECORDING</u>
	<u>ARRIVED 7<sup>45</sup> FINISHED 16<sup>30</sup></u>

Comments (continue on reverse if necessary)



# DAILY JOURNAL

FRI

SITE CODE *W002 MA09*

SITE NAME *OLGA MOWFORTH EVAL*

DATE *20/11/09*

Project Manager  
*S. LAWRENCE*

Visitors

Weather  
*OVERCAST*

Area stripped by plant: ..... m<sup>2</sup>

Plant type *—*

### Task descriptions:

Enter the number of staff days in increments of 0.5 (half) days for each of the tasks used during the day. If task 07 or 08 is used please describe the task done.

Task number and description	Staff days	Task number and description	Staff days
01 General supervision/management		02 Surface cleaning	
03 Planning		04 Surveying/levelling	
05 Excavation/recording		06 Machine supervision	
07 Other		08 Other	

Standing time: list numbers of hours for each member of staff and give full details

Name	Details
<i>JACK G.</i>	<i>} FINISHED RECORDING FROM PREVIOUS DAY</i>
<i>MARK G.</i>	

Comments (continue on reverse if necessary)



WOODCOTE OLGA MAWFORTH HOUSE  
WOOLMA 09

Box 1 FILE 4

B. PRIMARY CONTEST RECORDS

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 0ES

PART 1 FILMING INSTRUCTIONS

Submitter: OA

No. of Diazo Copies: 3

PART 2 TITLE/HEADINGS

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F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	







# CONTEXT RECORD

Context No.

202

SITE WoolMA09

ADDITIONAL SHEETS:

TYPE Rooting

Trench 2

Context Type: ~~Deposit / Cut / 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.

200

Cut by:

Filled by: 203

CUT:

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

Section No.

201

Same as:

Part of:

Co-Ordinates

Consists of:

Overlies:

Level

Butts:

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

Slide No. F1, 19-21

Cuts: 204

Neg No. D141: 14+15

Fill of:

Matrix location

Relationships uncertain

Description (See check lists):

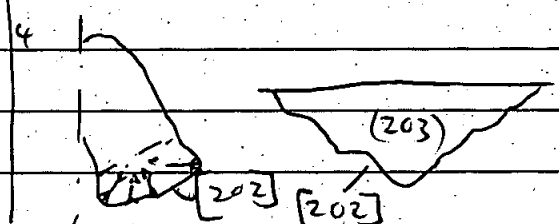
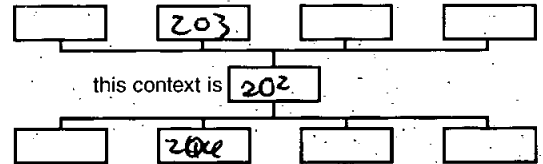
STRATIGRAPHIC MATRIX:

1. IRREGULAR RECTANGLE

2. IRREGULAR

3. 2.45m LONG, 1.12m WIDE 0.36m DEEP

B. 203



Interpretation/Discussion:

PROBABLE ROOTING OF GEOLOGICAL FEATURES. DIF USE SIDES.

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

 Small Finds
Recorder MG
 Samples
Date 19/11/09
 Building Materials

Initials



# CONTEXT RECORD

Context No.

203

SITE WoolMA09

ADDITIONAL SHEETS:

TYPE Fill

Trench 2

Context Type: Deposit / Cut / Structure

Check Lists:

Site sub-div:

Overlain by: 201

DEPOSIT:

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

Structure No.

Abuted by:

Plan No.

200

Cut by:

Filled by:

Section No.

201

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:

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

Slide No. F1, 19-21

Cuts:

Neg No. D141: 14-15

Fill of: 202

Matrix location

Relationships uncertain

Description (See check lists):

STRATIGRAPHIC MATRIX

1. COMPACT

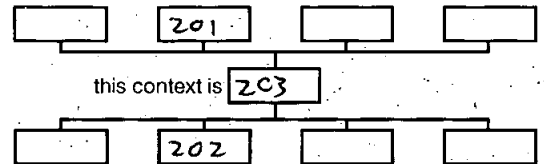
2. MID GREY BROWN

3. CLAY SILT

4. FREQUENT SAND &amp; HEAVY FLINT GRAVEL

5. 0.36m

6. 2.45m LONG, 1.12m WIDE



Interpretation/Discussion:

STERILE FILL OF [202] VERY SIMILAR TO SUBSOIL

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

 Small Finds

Recorder MS

 Samples

Date 19/11/09

 Building Materials

Initials





SITE <i>Woolnator</i>		EVALUATION TRENCH RECORD SHEET		Trench No. <i>4</i>
Trench orientation <i>NE-SW</i>		Grid reference		Field No.
Length <i>10m</i>	Width <i>2.5m</i>	Average depth to top of natural <i>0.55</i>	Was archaeology present? <i>NO</i>	
Plan Nos? <i>—</i>	Section Nos? <i># 400</i>		Were finds recovered? <i>NO</i>	

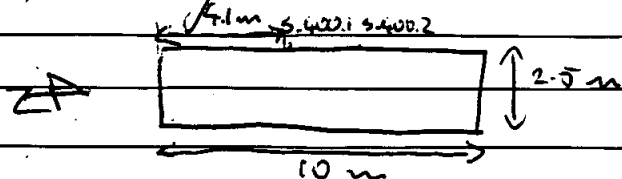
If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

**Context check list / Descriptions**

Context No.	Description
<i>400</i>	<i>Present topsoil/ploughsoil - DARK BROWN SANDY SILT; 20% FLINT GRAVEL</i> <i>depth GGL 0-0.25m</i>
<i>401</i>	<i>Subsoil - MID TO LIGHT BROWN SANDY CLAY, 60% GRAVEL</i> <i>depth GGL 0.25-0.55</i>
<i>402</i>	<i>Natural (describe) - ORANGE BROWN MIXED CLAY AND SANDY CLAY 70-80% FLINT GRAVEL</i>

**Brief description of archaeology/comments**

*No archaeology present. In the S end fairly heavy brickearth. Small slot excavated - yielded no finds, but confirmed the non-archaeological character of the feature. Topsoil and subsoil monitored for finds - didn't produce any.*



Recorder *JG*  
Date *20/11/04*



<b>SITE</b> WOOLMA 09	<b>EVALUATION TRENCH RECORD SHEET</b>	<b>Trench No.</b> 5
--------------------------	---------------------------------------	------------------------

<b>Trench orientation</b>		<b>Grid reference</b>	<b>Field No.</b>
<b>Length</b>	<b>Width</b>	<b>Average depth to top of natural</b>	<b>Was archaeology present ?</b>
<b>Plan Nos ?</b>		<b>Section Nos ?</b>	<b>Were finds recovered ?</b>

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

**Context check list / Descriptions**

Context No.	Description
	Present topsoil/ploughsoil
	NOT EXCAVATED DUE TO <u>TPO</u>
	Natural (describe)

**Brief description of archaeology/comments**

	<b>Recorder</b> JG
	<b>Date</b>



SITE WOOLMA09		<b>EVALUATION TRENCH RECORD SHEET</b>		Trench No. <div style="text-align: center; font-size: 1.5em;">6</div>
Trench orientation <del>NE-SW</del> NW-SE		Grid reference		Field No.
Length 4 m	Width 4m	Average depth to top of natural 0.6m	Was archaeology present? <input checked="" type="checkbox"/> Y	
Plan Nos? 600		Section Nos? 600, 601		Were finds recovered? <input checked="" type="checkbox"/> N

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan, and section list sheets as necessary.

**Context check list / Descriptions**

Context No.	Description
600	Present topsoil/ploughsoil - DARKY GREY BROWN SANDY CLAY SILT 0.18m THICK
601	BURIED SOIL - BLACK BROWN SANDY CLAY SILT 0.2m THICK
602	SUB SOIL - MID GREY BROWN CLAY SILT WITH FREQ SAND & GRAVEL 0.22m THICK
603	NATURAL - ROUNDED FLINT GRAVEL IN A BROWN ORANGE SANDY CLAY MATRIX
604	GEO-TECH PIT
605	BACKFILL OF GEO-TECH PIT
+ = no data taken - recorded on this sheet only	
	Natural (describe)

**Brief description of archaeology/comments**

SQUARE TRENCH WITH A BURIED SOIL ON THE NE HALF. SINGLE RECTA-LINEAR PIT, PROBABLY A GEO-TECH PIT FROM WHEN THE OLD PEOPLES HOMES WERE BUILT

TRENCH PHOTOS: F1, 1-3 SECTION PHOTOS: F1, 4-6  
DIGI: 182 DIGI: 384

Recorder M4  
Date 18/11/09



# CONTEXT RECORD

Context No.

604

SITE Woolma 09

ADDITIONAL SHEETS:

TYPE Pit

Trench 6

Context Type: Deposit / Cut / 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.

600

Cut by:

Filled by: 605

Section No.

601

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:

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

Slide No. F1, 7-9

Cuts: 603 602

Neg No. DIA1, 586

Fill of:

Matrix location

Relationships uncertain

Description (See check lists):

STRATIGRAPHIC MATRIX

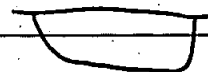
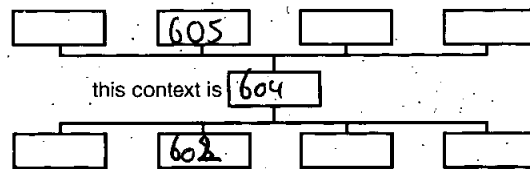
1. RECTANGLE

2. RECEIVED VEHICLE SIDES WITH A CLEAR BREAK

TO A GENTLY SW SLOPING BASE

3. 0.72m WIDE 2.69 m LONG 0.26m DEEP 4

6. 605



Interpretation/Discussion:

CUT OF PIT APPEARS TO BE MACHINE DUG, PROBABLY A GEO-TECH PIT RELATING TO THE CONSTRUCTION OF THE OLD PEOPLES HOMES.

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

 Small Finds

Recorder M4

 Samples

Date 18/11/09

 Building Materials

Initials



# CONTEXT RECORD

Context No.

605

SITE Wool MA 09

ADDITIONAL SHEETS:

TYPE BACKFILL

Trench 6

Context Type: Deposit / Cut / Structure

Check Lists:

Site sub-div

Overlain by: 601

DEPOSIT:

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

Structure No.

Abutted by:

Plan No.

600

Cut by:

Filled by:

Section No.

601

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:

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

Slide No. F1, 7-9

Cuts:

Neg No. DIG 1: 506

Fill of: 604

Matrix location

Relationships uncertain

Description (See check lists):

STRATIGRAPHIC MATRIX

1. TENACIOUS

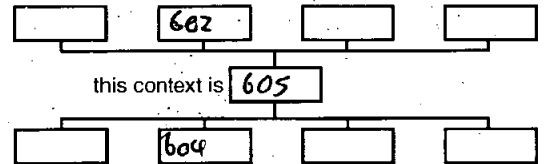
2. DARK BROWN GREY WITH ORANGE PATCHES

3. SANDY CLAY, SILTY PATCHES

4. FREQUENT - MOD ~~OR~~ HEAVY FLINT GRAVEL

5. 0.26m

6. 0.72m WIDE, 2.69m LONG



Interpretation/Discussion:

HIGH ENERGY DEPOSIT, A DELIBERATE BACKFILL OF [604]. APPEARS TO BE A MIX OF SUBSOIL, TOPSOIL & NATURAL

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

 Small Finds
Recorder *MC*
 Samples

Date 18/11/09

 Building Materials

Initials



SITE <b>WOOLMA09</b>	<b>EVALUATION TRENCH RECORD SHEET</b>	Trench No. <b>7</b>
-------------------------	---------------------------------------	------------------------

Trench orientation <b>N-S</b>	Grid reference	Field No.
Length <b>30</b>	Width <b>2.5m</b>	Average depth to top of natural <b>0.51m</b>
Plan Nos? <b>700</b>	Section Nos? <b>701, 702</b>	Was archaeology present? <b>Y</b>
		Were finds recovered? <b>Y</b>

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

**Context check list / Descriptions**

Context No.	Description
<b>700</b>	<b>Present topsoil/ploughsoil - MID GREY BROWN SANDY CLAY SILT 0.31m THICK</b>
<b>701</b>	<b>SUBSOIL - MID RED BROWN SILT CLAY, FREQUENT FLINTY GRAVEL 0.19m THICK</b>
<b>702</b>	<b>POST HOLE</b>
<b>703</b>	<b>POST HOLE FILL</b>
<b>704</b>	<b>Natural (describe) MID RED ORANGE SANDCLAY WITH FREQ GRAVEL GREY YELLOW SAND PATCHES.</b>

*e = no data check*

**Brief description of archaeology/comments**

<b>ASINGLE POST HOLE 4.25m FROM THE NORTHERN END OF THE TRENCH</b>
<b>SINGLE PIECE OF POST-MED POT FROM THE TOPSOIL (700)</b>
<b>TRENCH PHOTOS: F1, 31-33</b>
<b>DIGI: 22-23</b>
<b>SECTION PHOTOS: F1, 34-36</b>
<b>DIGI: 24-25</b>
Recorder <b>MG</b>
Date <b>19/11/09</b>



# CONTEXT RECORD

Context No.

Pg 702

SITE WOOLMA09

ADDITIONAL SHEETS:

TYPE POST HOLETrench 7Context Type: Deposit / Cut / 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.

700

Cut by:

Filled by: 703

Section No.

701

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:

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

Slide No. F2, 1-3Cuts: 704Neg No. D141: 24-25

Fill of:

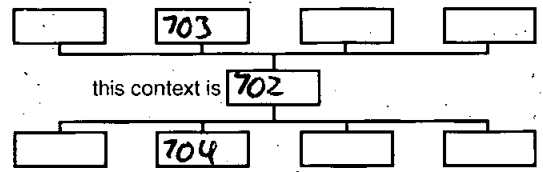
Matrix location

Relationships uncertain

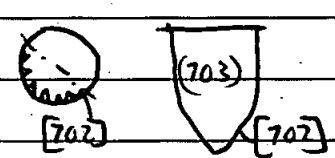
Description (See check lists):

1. SUB-CIRCULAR
2. NEAR VERTICAL SIDES CLEAR BREAK TO A V BASE
3. 0.2m  $\varnothing$  0.29m DEEP
6. 703

STRATIGRAPHIC MATRIX



4



Interpretation/Discussion:

CUT OF POST HOLE. SHAPE OF CUT & LACK OF ANY POST PIPE INDICATES THAT THE POST WILL HAVE BEEN DRIVEN INTO THE GROUND LIKE A STAKE. LACK OF ANY OTHER POST HOLES OR OTHER FEATURES MAKES DETERMINING THE PURPOSE OF THE POST IMPOSSIBLE AT THIS STAGE

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

 Small Finds
Recorder MG
 Samples
Date 20/11/09
 Building Materials

Initials



# CONTEXT RECORD

Context No.

703

SITE **WOOLMA09**

ADDITIONAL SHEETS:

TYPE **FILL**Trench **7**

Context Type: Deposit / Cut / Structure

Check Lists:

Site sub-div

Overlain by: **701**

DEPOSIT:

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

Structure No.

Abutted by:

Plan No.

**700**

Cut by:

Filled by:

Section No.

**701**

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:

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

Slide No. **F2, 1-3**

Cuts:

Neg No. **D161:24-25**Fill of: **702**

Matrix location

Relationships uncertain

Description (See check lists):

STRATIGRAPHIC MATRIX

1. Loose

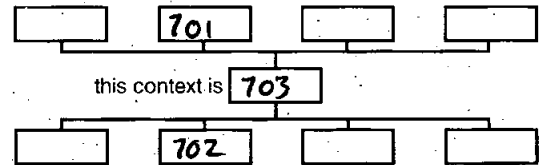
2. MID GREY BROWN

3. CLAY SILT

4. MOD SAND &amp; FLINT GRAVEL

5. 0.29m

6. 0.2m Ø



Interpretation/Discussion:

FILL OF POSTHOLE. GRADUALLY COLLAPSED IN ONCE THE POST  
HAD BEEN REMOVED OR ROTTED AWAY

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

 Small Finds
Recorder **MG**
 Samples
Date **20/11/09**
 Building Materials

Initials



SITE WOOLMA09		EVALUATION TRENCH RECORD SHEET		Trench No. 8
Trench orientation e-w		Grid reference		Field No.
Length 10m	Width 2.5m	Average depth to top of natural 0.63m	Was archaeology present? N	
Plan Nos? /		Section Nos? 800	Were finds recovered? Y	

If a trench contains only a small number of contexts, and requires only one or two plans and sections, list plans and sections on this sheet. If the trench contains large numbers of contexts use a conventional context check list and plan and section list sheets as necessary.

**Context check list / Descriptions**

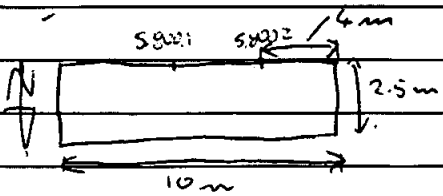
Context No.	Description
800	Present topsoil/ploughsoil BROWNISH BLACK SANDY SILT, HIGH HUMUS CONTENT DARKER THAN ELSEWHERE ON SITE. 0.4m THICK
801	SUBSOIL - MID YELLOW GREY SILTY SAND 0.23m THICK
802	NATURAL - GRAVEL IN A YELLOW GREY CLAY SAND MIX, ORANGE CLAY PATCHES
	Natural (describe)

**Brief description of archaeology/comments**

No ARCHAEOLOGY. TOP SOIL IS DARKER & RICHER THAN ELSEWHERE ON SITE. AREA WAS USED AS VEGETABLE PATCH FOR C. 20 YEARS POST-MED POT FOUND IN TOPSOIL

TRENCH PHOTOS: F1, 28-29  
DIGI: 18-19

SAMPLE SECTION PHOTOS: F1, 28-30  
DIGI: 20-21



Recorder MG  
Date 19/11/09



WOODCOTE OLGA MAWFORTH HOUSE

WOOLMA 09

Box 1 FILE 5

B. CATALOGUE OF DRAWINGS

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 0ES

PART 1 FILMING INSTRUCTIONS

Submitter: OA

No. of Diazo Copies: 3

PART 2 TITLE/HEADINGS

Site Information:

Line 1: [OA] County: [OXFORDSHIRE] Parish: [Woodcote ]

Site: [Woodcote Olga Mawforth House ]

Site identifier/accession code may be included WOOLMA09

Line 2: Fieldworker/Excavator's Name [ S. Lawrence ]

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	
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	
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	





WOODCOTE OLGA MAWFORTH HOUSE  
WOOLMA 09

Box 1 FILE 6

B. PRIMARY DRAWINGS

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 0ES

PART 1 FILMING INSTRUCTIONS

Submitter: OA

No. of Diazo Copies: 3

PART 2 TITLE/HEADINGS

Site Information:

Line 1: [OA] County: [OXFORDSHIRE] Parish: [Woodcote ]

Site: [Woodcote Olga Mawforth House ]

Site identifier/accession code may be included WOOLMA09

Line 2: Fieldworker/Excavator's Name [ S. Lawrence ]

Line 3:

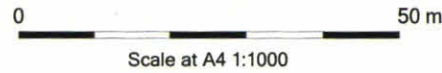
Classification of Material:

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	
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	
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	
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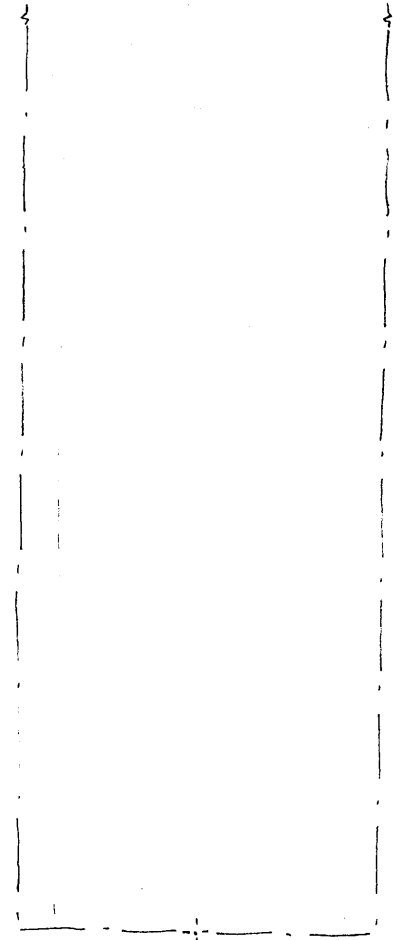
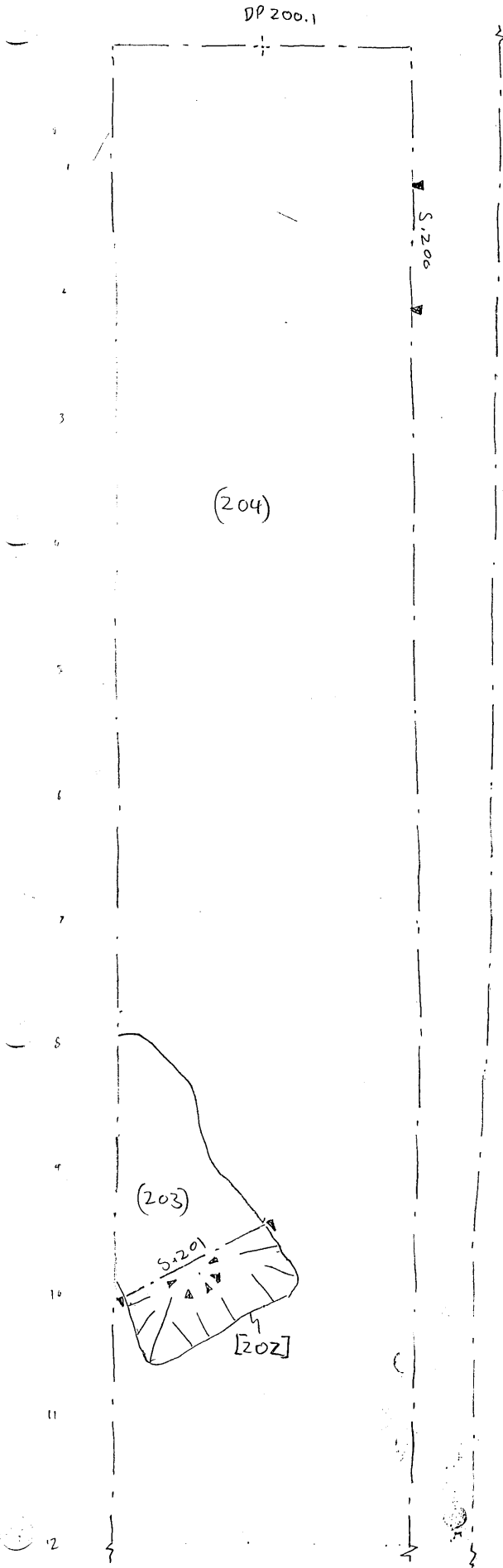
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WOOLMA 09, Plan No. 1, 1:1000

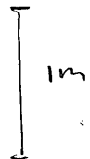
# PLAN 200

S  
M.A -  
2/11/09



DP  
200.2

WOOLMA09  
TRENCH2  
S.200  
1:50  
19/11/09  
MG

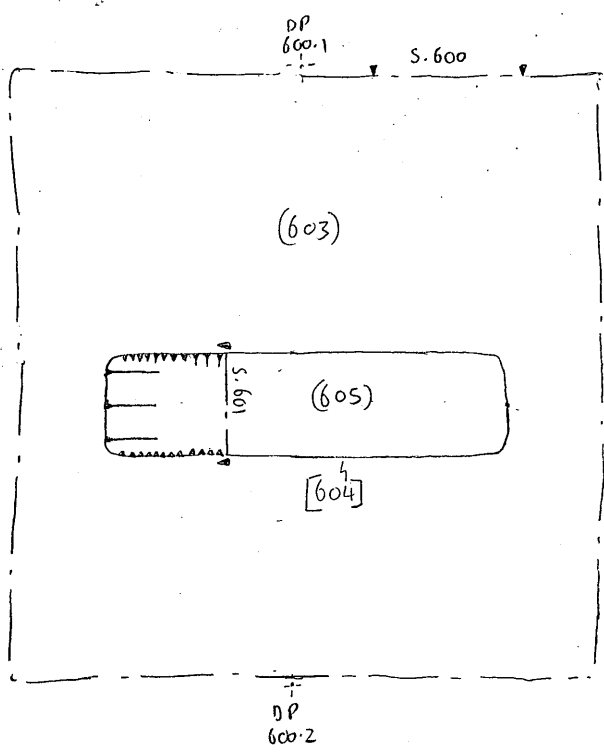




# PLAN 600

S  
M.E.L.  
27/10/09

WOOLMA 09 M.E.L.  
P. 600 30/11/09  
TRENCH  
1:50  
18/11/09  
MG



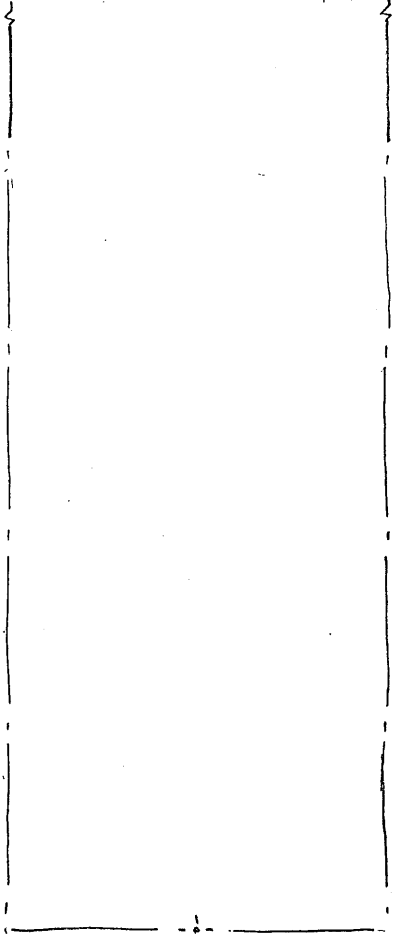
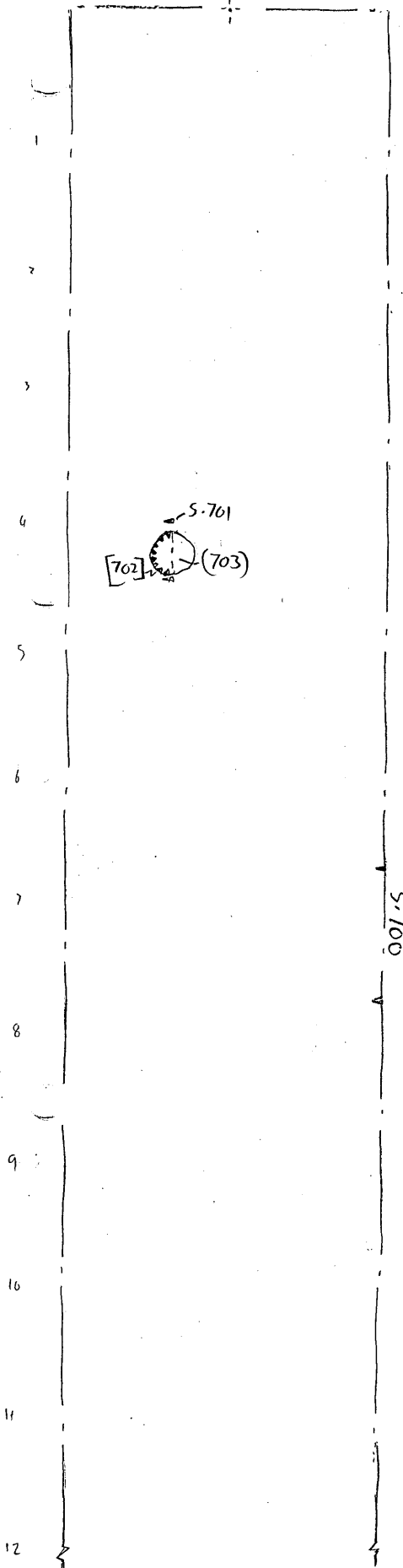
1 m

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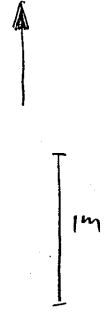
D.E.  
30/11/04

S.E.  
27/11/04

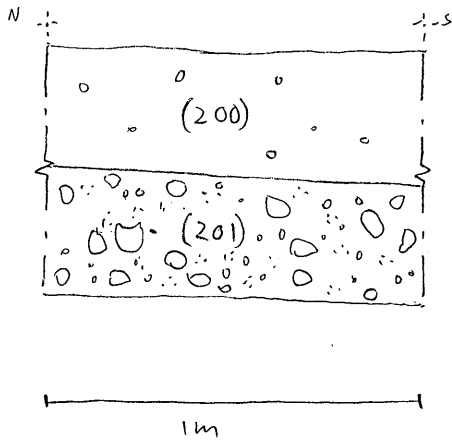
DP700.1



WOOLMA 09  
TRENCH  
P. 700  
1.50  
19/11/04  
M4

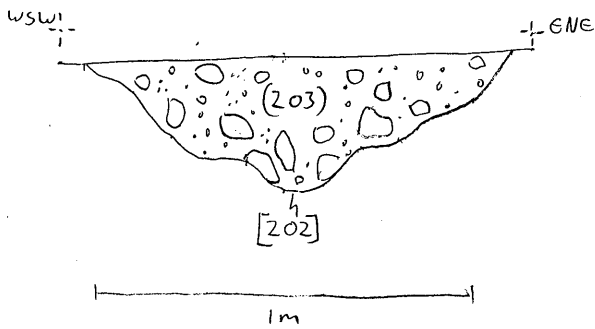


WEST FACING SECTION



WOOLMA09  
TRENCH 2  
S.200  
1:20  
19/11/09  
MG

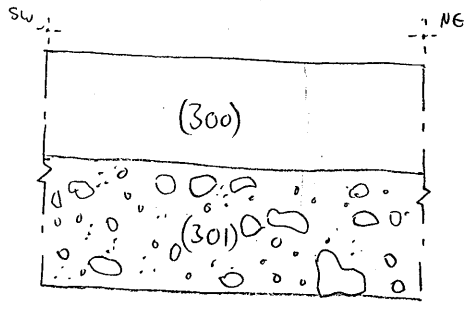
SSE FACING SECTION



WOOLMA09  
TRENCH 2  
S.201  
1:20  
19/11/09  
MG

S. 300

SOUTH EAST FACING



WOOLMA09

TRENCH 3

S300

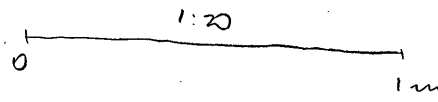
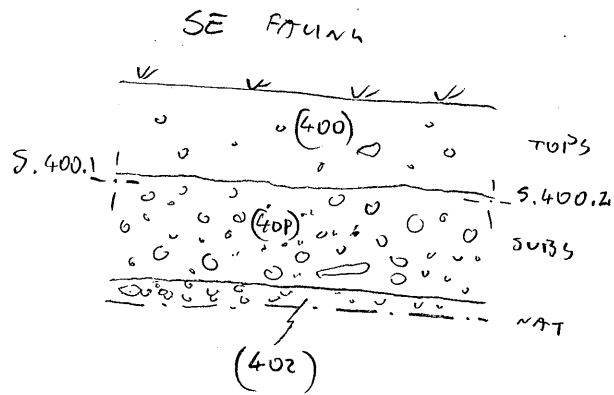
1120

19/11/09

MG

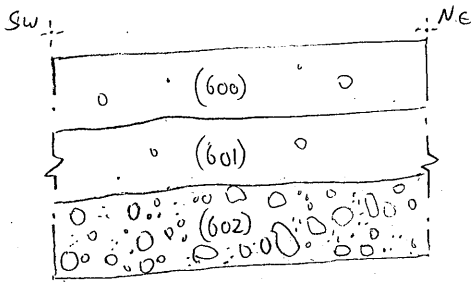
WOOLMA 09  
S.400 -SAMPLE  
SECTION TR.4

1:20  
JG  
20/11/09

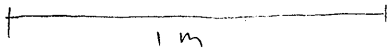


S. 600, 601

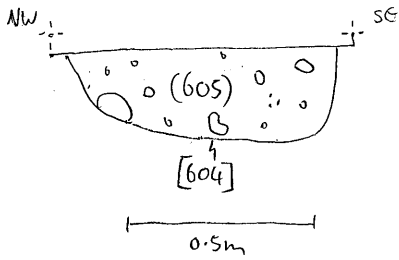
SOUTH EAST FACING



WOOLMA09  
TRENCH 6  
S. 600  
1:20  
18/11/09  
MH

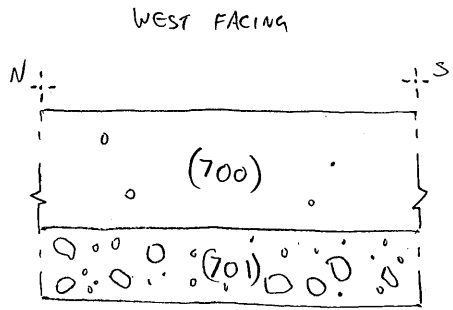


SOUTH WEST FACING

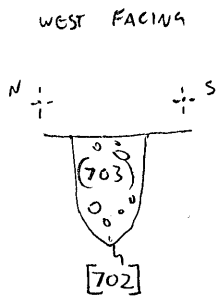
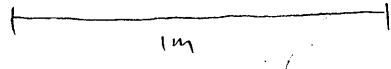


WOOLMA09  
TRENCH 6  
S. 601  
1:20  
18/11/09  
MH

S. 700, 701



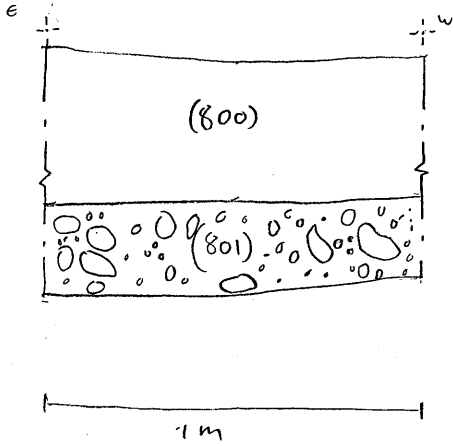
WOOLMA09  
TRENCH7  
S. 700  
1:20  
19/11/09  
MG



WOOLMA09  
TRENCH7  
S. 701  
1:20  
19/11/09  
MG

S. 800

NORTH FACING SECTION



WoolMA09  
TRENCH 8  
S. 800  
1:20  
19/11/09  
MG



WOODCOTE OLGA MAWFORTH HOUSE  
WOOLMA 09

Box 1 FILE 7

D. CATALOGUE OF PHOTOGRAPHS

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2.0ES

PART 1 FILMING INSTRUCTIONS

Submitter: OA

No. of Diazo Copies: 3

PART 2 TITLE/HEADINGS

Site Information:

Line 1: [OA] County:[OXFORDSHIRE] Parish:[Woodcote ]

Site:[Woodcote Olga Mawforth House ]

Site identifier/accession code may be included WOOLMA09

Line 2: Fieldworker/Excavator's Name [ S. Lawrance ]

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	
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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	
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	<input checked="" type="checkbox"/>
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 Wool MA09

SITE NAME ~~SEGA~~ ~~SEGA~~ MOWFORTH MOUSE

FILM NO. 1

Camera number

Lens number

Black & white / colour

Date	Negative number	View	Context(s)		Initials
18/11/09	0		ID SHOT		
	1	NW	TR 6 - GENERAL SHOT	WB	MG
	2	↓	↓	NB	
	3	↓	↓	NB	
	4	NW	TR6 SAMPLE SECTION S.600	WB	
	5	↓	↓	NB	
	6	↓	↓	NB	
	7	NE	S.601 [604] GEO-TECH PIT	WB	
	8	↓	↓	NB	
	9	↓	↓	NB	
	10	S	TR 2 GEN. SHOT	WB	
	11	↓	↓	NB	
	12	↓	↓	NB	
19/11/09	13	SW	TR. 3 GEN SHOT 2x2m	WB	JH
	14	↓	↓	WB	
	15	↓	↓	WB	
	16	E	S.200 SAMPLE SECTION 1x1m	WB	MG
	17	↓	↓	NB	
	18	↓	↓	NB	
	19	NNW	S.200 [202] ROOTING 1x1m	WB	
	20	↓	↓	NB	
	21	↓	↓	NB	
	22	NW	S.300 TR 3 SAMPLE SECTION 1x1m	WB	
	23	↓	↓	NB	
	24	↓	↓	NB	
	25	E	TR 8 GEN. SHOT 2x2m	WB	
	26	↓	↓	NB	
	27	↓	↓	NB	
	28	S	S.800 SAMPLE SECTION 1x1m	WB	
	29	↓	↓	NB	
	30	↓	↓	NB	
	31	S	TR7 GEN. SHOT 2x2m	WB	
	32	↓	↓	NB	
	33	↓	↓	NB	
	34	NE	S.700 SAMPLE SECTION 1x1m	WB	
	35	↓	↓	NB	
	36	↓	↓	NB	
	37				



# PHOTOGRAPHIC RECORD SHEET

SITE CODE **WOOLMA09**

SITE NAME **OLGA MOWFORTH HOUSE**

FILM NO. **2**

Camera number

Lens number

**Black & white** / colour

Date	Negative number	View	Context(s)	Initials
19/11/09	0		10 SHOT	MS
↓	1	E	S. 701 [702] POST HOLE 1x0.5m WB	↓
↓	2	↓	↓	NB
↓	3	↓	↓	NB
↓	4	N	Tr. 4 GENERAL SHOT 2x2m WB	JL
↓	5	↓	↓	WB
↓	6	↓	↓	WB
20/11/09	7	NW	Tr. 4 S. 400 1x1m WB	JL
↓	8	↓	↓	WB
↓	9	↓	↓	WB
	10			
	11			
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# DIGITAL PHOTOGRAPHIC RECORD SHEET

SITE CODE  
Wool MA09

SITE NAME  
064A MOWFORTH HOUSE

Date	Shot number	View	Context(s)	Geo-Ref (tick)	Initials
18/11/09	1	NW	TR6 - GEN SHOT	WB	MG
	2	↓	↓	NB	↓
	3	↓	S.600 SAMPLE SECTION	WB	↓
	4	↓	↓	NB	↓
	5	NE	S.601 [604] GEO-TECH PIT	WB	↓
	6	↓	↓	NB	↓
	7	S	TR 2 GEN SHOT	WB	MG
	8	↓	↓	NB	↓
19/11/09	9	SW	TR.3 GEN. SHOT 2x2m	WB	JG
	10	↓	↓ ↓	WB	↓
	11	↓	↓ ↓	WB	↓
	12	E	S.200 SAMPLE SECTION 1x1m	WB	MG
	13	↓	↓	NB	↓
	14	NNW	S.201 [202] ROOFING	WB	↓
	15	↓	↓	NB	↓
	16	NW	S.300 TR 3 SAMPLE SECTION 1x1m	WB	↓
	17	↓	↓	NB	↓
	18	E	TR8 GEN SHOT 2x2m	WB	↓
	19	↓	↓	NB	↓
	20	S	S.800 SAMPLE SECTION 1x1m	WB	↓
	21	↓	↓	NB	↓
	22	S	TR7 GEN SHOT 2x2m	WB	↓
	23	↓	↓	NB	↓
	24	E	S.700 SAMPLE SECTION 1x1m	WB	↓
	25	↓	↓	NB	↓
26	E	S.701 [702] POSTHOLE 1x0.5m	WB	↓	
27	↓	↓	NB	↓	
20/11/09	28	NW	Tr. 4 S.400 1x1m	WB	JG
	29	↓	↓ ↓	WB	↓
	30	↓	↓ ↓	WB	↓

## Sheet1

	A	B	C	D	E
1	Site Code: WOOLMA 09		Site Name: Woodcote Olga Mawforth House		
2					
3	<b>Shot Number</b>	<b>View</b>	<b>Description</b>	<b>Initials</b>	<b>Date</b>
4	0001	NE	Trench 6, general shot	MG	18/11/09
5	0002	NE	Trench 6, general shot	MG	18/11/09
6	0003	NE	S. 600, sample section	MG	18/11/09
7	0004	NE	S. 600, sample section	MG	18/11/09
8	0005	SE	S. 601 [604] geo-tech pit	MG	18/11/09
9	0006	SE	S. 601 [604] geo-tech pit	MG	18/11/09
10	0007	S	Trench 2, general shot	MG	18/11/09
11	0008	S	Trench 2, general shot	MG	18/11/09
12	0009	SW	Trench 3, general shot	JG	19/11/09
13	0010	SW	Trench 3, general shot	JG	19/11/09
14	0011	SW	Trench 3, general shot	JG	19/11/09
15	0012	W	S. 200, sample section	MG	19/11/09
16	0013	W	S. 200, sample section	MG	19/11/09
17	0014	NNW	S. 201 [202] rooting	MG	19/11/09
18	0015	NNW	S. 201 [202] rooting	MG	19/11/09
19	0016	NW	S. 300, trench 3, sample section	MG	19/11/09
20	0017	NW	S. 300, trench 3, sample section	MG	19/11/09
21	0018	E	Trench 8, general shot	MG	19/11/09
22	0019	E	Trench 8, general shot	MG	19/11/09
23	0020	S	S. 800, sample section	MG	19/11/09
24	0021	S	S. 800, sample section	MG	19/11/09
25	0022	S	Trench 7, general shot	MG	19/11/09
26	0023	S	Trench 7, general shot	MG	19/11/09
27	0024	E	S. 700, sample section	MG	19/11/09
28	0025	E	S. 700, sample section	MG	19/11/09
29	0026	E	S. 701 [702] post hole	MG	19/11/09
30	0027	E	S. 701 [702] post hole	MG	19/11/09
31	0028	NE	Trench 4, general shot		20/11/09
32	0029	NE	Trench 4, general shot		20/11/09
33	0030	NE	Trench 4, general shot		20/11/09
34	0031	NW	S. 400, trench 4, sample section	JG	20/11/09
35	0032	NW	S. 400, trench 4, sample section	JG	20/11/09
36	0033	NW	S. 400, trench 4, sample section	JG	20/11/09
37					